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MISSION AND VISION

VISION

To be the most effective in providing sustainable developmental services to all our communities.

MISSION

Working together to render a community driven, economically viable and sustainable services

VALUES

Accountability, transparency, honesty, integrity, accessibility, fairness, dignity and respect, professionalism, co-operation and trust.



ACRONYMS AND ABBREVIATIONS

AFSs	-	Annual Financial Statements
CBO	-	Community Based Organisations
CDW	-	Community Development Worker
CFO	-	Chief Financial Officer
CIDB	-	Construction Industry Development Board
DMA	-	Disaster Management Act
DLGTA	-	Department of Local Government and Traditional Affairs
DPLG	-	Department of Provincial and Local Government
DPSA	-	Department of Public Service and Administration
DBSA	-	Development Bank of Southern Africa
EXCO	-	Executive Committee
FBS	-	Free Basic Services
GIS	-	Geographic Information Systems
GKM	-	Greater Kokstad Municipality
HRD	-	Human Resources Development
ICT	-	Information Communications Technology
IDP	-	Integrated Development Plan
IDT	-	Independent Development Trust
IGR	-	Intergovernmental Relations
KZN	-	KwaZulu Natal
KPA	-	Key Performance Area
KPI	-	Key Performance Indicators
LED	-	Local Economic Development
M&E	-	Monitoring and Evaluation
MDB	-	Municipal Demarcation Board
MDGs	-	Millennium Development Goals
MoA	-	Memorandum of Agreement
MoU	-	Memorandum of Understanding
MFMA	-	Municipal Finance Management Act
MIG	-	Municipal Infrastructure Grant
MSA	-	Municipal Systems Act
MSIG	-	Municipal Systems Improvement Grant
NCOP	-	National Council of Provinces
NGO	-	Non-governmental Organisation
NSDP	-	National Spatial Development Perspective
OHS	-	Occupational Health and Safety
PGDSs	-	Provincial Growth and Development Strategies
PMS	-	Performance Management System
PMU	-	Project Management Unit
SCM	-	Supply Chain Management
SDBIP	-	Service Delivery and Budget Implementation Plan
SLAs	-	Service Level Agreements
WSP	-	Workplace Skills Plan



W E L C O M E
N A M K E L E K I L E

CHAPTER 1

INTRODUCTION & OVERVIEW

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1.1 EXECUTIVE SUMMARY

The Greater Kokstad Municipality's 2008/09 Annual Report has been developed in accordance to the provisions of Section 121 of the Municipal Finance Management Act (MFMA), 56 of 2003 and Section 46 of the Local Government Municipal Systems Act (MSA), 32 of 2000.

Further to the above, the National Treasury Requirements for the preparation of the Annual Report are that the Annual Report be comprised of five chapters which should reflect the key issues regarding the organization. This Annual Report has therefore been prepared so as to adhere to those standards. It outlines the details of the various programmes that the municipality has undergone and how the municipality has performed towards meeting the targets that had been set at the beginning of the financial year.

1.2 LEGAL FRAMEWORK

The GKM's 2008/2009 Annual Report has been prepared in accordance with the provisions of Section 121 of the Municipal Finance Management Act (MFMA), 56 of 2003 and Section 46 of the Local Government's Municipal Systems Act (MSA), 32 of 2000. It was thereafter approved by the Council after following all the processes prescribed by Section 129 of the MFMA. In compliance with the provisions of the MFMA, this annual report was tabled by His Worship the Mayor at a Municipal Council meeting held on the 21st of January 2009 as prescribed by Section 127 of the MFMA and thereafter the Annual Report was publicized for public comments, this done in terms of Section 21A of the MSA.

The annual report was further considered by the Oversight Committee established by the Municipal Council as directed by Section 129 of the MFMA, to assist the Municipal Council in considering the annual report. In presenting this report for the financial year ended 30 June 2009, the municipality acknowledges progress made- during the 2008/2009 financial year as well as the challenges that still lie ahead. A detailed account of all the challenges and interventions going forward has been provided within this report.



1.3 FOREWORD BY HIS WORSHIP THE MAYOR



CLLR M. SITHOLE
HIS WORSHIP THE MAYOR

In presenting this Annual Report, I would like to advise that this is where the Greater Kokstad Municipality will account for the work that has been executed from July 2008 to June 2009. This report will highlight the municipality's achievements and furthermore reflect on the challenges facing our community.

I must say that the municipality commenced this year on a high note after receiving an unqualified audit opinion from the Auditor General. The whole municipal performance in terms of service delivery improved drastically, this is in the form of community participation and stakeholder mobilisation. We witnessed huge community participation in the Mayoral Izimbizo's together with the IDP and Budget Roadshows. For that I would like to encourage the community to keep on participating in the Municipal programmes as it assists in keeping the community informed. The Municipality saw a vast improvement in the implementation of the IDP, the Budget and the Service Delivery and Budget Implementation Plan. While on the performance highlights, I

would like to thank our stakeholders for their participation they showed while the municipality presented the By-laws to be enforced.

However with the achievements that the municipality had, I wish to advise that there has been challenges as well, but with all our hands on the deck, the municipality managed to find interventions to address the challenges. With gratitude and appreciation, the role of the officials and the councillors for their diligence and hard work did not go unnoticed. Furthermore I would like to express my sincere appreciation to the ratepayers who remained committed in paying their dues to the Municipality.

By working together we will make the Greater Kokstad area truly a place of opportunities.

CLLR M. SITHOLE
HIS WORSHIP THE MAYOR



1.4 MESSAGE BY THE SPEAKER OF THE COUNCIL



THE SPEAKER
CLLR M.S. KUTSHWA

As the Speaker of Greater Kokstad Municipality it gives me great pleasure and honor to partake on presenting this annual report for 2008/2009 to the residents of GKM, Council, the Province and other stake holders. I am proud to say that Greater Kokstad Municipality has grown tremendously in terms of service delivery and good governance through the new developed structures and existing structures. My responsibility as the speaker is to make sure that we involve the community in these so that they are not left in the dark, such as the Imbizo, portfolio committees and make it a point that the councilors from these committees report back to the community in any media form. I am proud to say this year we have managed to pilot two successful Projects since May 2009 that I believe the community will benefit a great deal from them in terms of fighting poverty and creating jobs.

This is detailed report which comprises of all municipal activities. This annual report will entail the community a chance to evaluate the activities of the municipality within the community and outside. This report will cover all departments' projects and programmes in detail and the committees that sit within the municipality to mention such a few Planning and Infrastructure, Housing Committee, please refer to chapter for details of these Portfolio Committees.

This year we are crossing the Rubicon to business unusual as we alert the programmes that will be of assistance for the community and making their lives better. These projects are ongoing and they are facilitated to bring change in Kokstad as a town and to all residents of Kokstad. Nevertheless this wouldn't be possible without the participation of the government departments, independent organisations and the community at large. In closing and on behalf of the council of Greater Kokstad Municipality, I would like to convey our great gratitude towards National Departments, Provincial departments such as National Public works and Department of Agriculture and rural development at provincial level for assistance that they gave us in facilitating these programmes and projects for the community, because a positive nation starts with a positive individual, with a positive attitude. And our goal as the government is to make sure that the community is taken care of, and that they get the service they desire from government that is up to their request.



1.5 STATEMENT BY THE MUNICIPAL MANAGER



THE MUNICIPAL MANAGER
MR. M.A. NKOSI

It gives me a great pleasure to join His Worship the Mayor in presenting to you the 2008/2009 Annual Report. This report, as mentioned by our Mayor reflects the Municipal Performance for the year and also challenges that the municipality came across, of which, the institution as a whole is working tirelessly to address them. One must be honest and mention that it hasn't been an easy ride, as there are a number of backlogs that had to be attended to in order to put our municipality on the map. This was encouraged by the previous year's unqualified audit opinion which the municipality received from the Auditor General. The municipality has worked even harder in order to make sure that all the Auditor General's opinions are favourable to the municipality. Before the end of the last financial year, the Councillors went to their strategic planning session; the main purpose for this was to make sure that before we begin this financial year, we do have the direction to take which has been endorsed by our councilors.

This was then followed by the Management strategic planning session which was in April last year, where the municipality finalized the 2008/2009 Budget, The Service Delivery Budget Implementation Plan and the Reviewed Integrated Development Plan. At the same strategic planning session, the municipality's theme was endorsed which is "crossing the rubicon to business unusual".

In a nutshell, I must say that the municipal performance for the year under review was conducted in accordance with the Five (5) National Key Performance Areas for local government as well as the applicable local government legislation. I am therefore very pleased that the report we have collectively compiled in the form of this annual report, covers all aspects as guided by the national KPA's, being:

- Basic Service Delivery and Infrastructure
- Local Economic Development
- Financial Viability and Management
- Institutional Development and Management; and
- Good Governance and Public Participation

I have no doubt in my mind that the unity that has been created and the healthy working relations that have been created amongst the officials and the councilors including the leadership, will take our municipality to even higher strength. Furthermore, our public participation has improved immensely, both the community and also our stakeholders participate in the municipal programmes. To add to this, the municipality received better results from the Office of the MEC for Local Government and Traditional Affairs for the 2008/2009 financial year.

The Oversight Committee as established by the Council in 2006/7 financial year will once again review this report on behalf of Council in order to determine whether the activities recorded in this report are a true reflection of work carried out in the financial year. The community is hereby invited to make their comments and representations on this Annual Report during the prescribed period.

In closing, I would like to thank and encourage the Leadership, the Councillors of Greater Kokstad Municipality and the officials for the collective contributions and working tirelessly to take our municipality to a better level, your hard work certainly does not go unnoticed, let us soldier on to live up to our vision and mission. Through hard work and dedication, there are even better results. So long!



1.6 REPORT BY THE CHAIRPERSON OF THE AUDIT COMMITTEE



MRS. N. SHABALALA
(CHAIRPERSON AUDIT COMMITTEE)

I wish to take this opportunity to present the audit committee report for the 2008/2009 financial year.

1. AUDIT COMMITTEE MEMBERS & ATTENDANCE

In terms of the Municipal Finance Management Act (MFMA), the Audit Committee must consist of six members, three of whom must be external independent members. None of the members may be councilors. The Audit Committee consists of the members listed hereunder and meets at least four times per annum as per its approved by the Municipal Annual Plan . During the year under review the mandatory quarterly meetings, and one special meeting, were held.

Name of Member Number of Meetings attended

Ms N. Shabalala (Chairperson)
Mr S. Mjoli
Mr A. Jordaan
Mr Mxolisi Nkosi (MM)
Mr L. Ndzelu (CFO)
Ms N. Msomi (ESO)

2. AUDIT COMMITTEE'S RESPONSIBILITIES

The Audit Committee's responsibilities are outlined in Section 166(2)(b) of the Municipal Finance Management Act (No 56 of 2003). The Audit Committee has adopted appropriate formal Terms of Reference as its Audit Committee Charter, has regulated its affairs in compliance with this Charter and has discharged all its responsibilities as contained therein. A summary of the Audit Committee's responsibilities in terms of the MFMA and its Charter is that it is responsible for, among other things, the following:

Auditors and External Audit

Discuss and review with external auditors, inter alia;

- the nature and scope of the audit function;
- agreeing to the timing and nature of reports from the external auditors;
- considering any problems identified in the going concern of the municipality;
- review the Auditor-General's management letter and management response; and
- meeting the Auditor-General at least annually to ensure that there are no unresolved issues of concern.



Annual Financial Statements

- review significant adjustments resulting from the audit;
- review effectiveness of the internal audit;
- review risk areas of the operations to be covered in the scope of the internal and external audits; and
- review the adequacy, reliability and accuracy of the financial information provided to management and other users of such information.

Performance Management

- Review of the quarterly reports submitted by internal audit on performance measurement;
- Review the performance management system ensuring functionality thereof and compliance with the Act;
- Focus on economy, effectiveness, efficiency, reliability and impact applicable to the Municipality's own key performance indicators; and
- Reporting on the outcomes of its review and focus areas to the Council, at least twice per annum;

Internal Control and Internal Audit

The monitoring and supervising of the effective function of the internal audit including;

- evaluating performance, independence and effectiveness of internal audit and external service providers through internal audit;
 - review the effectiveness of the internal controls and to consider the most appropriate system for the effective operation of its business; and
 - initiating investigations within its scope, e.g. employee fraud, misconduct or conflict of interest.
- In conclusion I would like to thank my colleagues for making themselves available to serve on this Committee and for the significant contribution that they have made. As an Audit Committee, we rely to a great extent on the Municipal Manager and his staff for their support and assistance and, in particular, for the role they continue to play in improving the accounting and internal auditing systems and controls at the Greater Kokstad Municipality. We are indebted to them for their efficient service and assistance.



Mr. S. Mjoli



Mr. A. Jordaan



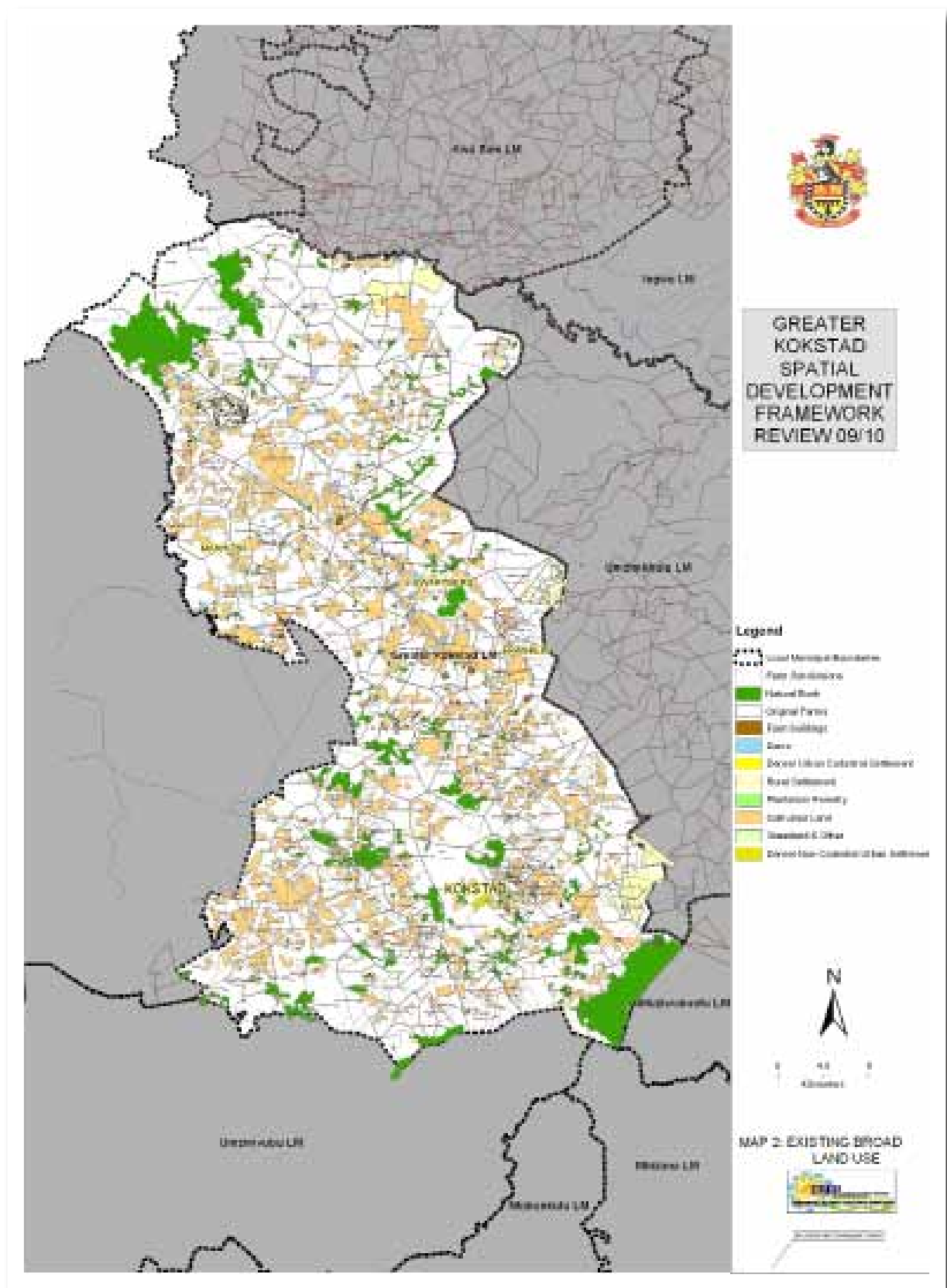
Mr. M.A. Nkosi
(Municipal Manager)

Audit Committee Meetings

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Ms. N. Shabalala – Chairperson	4	0	4
Mr. Mr S. Mjoli	3	1	4
Mr A, Jordaan	3	1	4
Mr Mxolisi Nkosi – Accounting Officer and Ex-Officio Member	4	0	4



1.7 OVERVIEW OF THE MUNICIPALITY



OVERVIEW OF THE MUNICIPALITY

The Greater Kokstad Municipality (KZN433) is a local authority/third sphere of government, which forms part of the Sisonke District Municipality (DC 43). The Greater Kokstad Municipality is located in the south west of the KZN province. The neighbouring municipalities include: Matatiele Local Municipality and Lesotho to the West, Kwa-Sani Local Municipality to the north, and Umuziwabantu Local Municipality to the south east and Umzimvubu Local Municipality to the east.

The Greater Kokstad Municipality, according to the Municipal Demarcation Board Quantec Research (2006), is 2679.8370 kilometers, with a current population estimated to be 64 444. In terms of population density and distribution, Annexure Maps indicates this. The municipal area is demarcated into six wards.

As a third sphere of government the Greater Kokstad Municipality has functions it is legally required to perform. The table below illustrates the functions the municipality is required to perform.

According to Statistics SA (2001 Census) Greater Kokstad had a population of 56 526 in 2001, and according to DBSA projections a population of 87 880 in 2006, with gender and sex ratio which is equal.

Table I: Greater Kokstad Municipal area demographics

POPULATION GROUP	2001	2008@ 2,21% GROWTH ESTIMATES	% OF THE TOTAL POPULATION
African (Black)	46 832	53 395	82.85%
Coloured	6 209	7 079	10.98%
Indian	454	517	0.81%
White	3 030	3 453	5.36
TOTAL POPULATION	56 526	64 444	100.00%

The table above, **table I**, reflects the estimated population and population group breakdown. Over 80% of the population is African (Black) with small percentages of other population groups. For the municipality, and government service providers the language of communicating with communities, in light of this information, needs to be considered, and of course the socio-economic characteristics currently, and transformation imperative recognised in planning interventions.

Although a projection of population increase has been given, this is difficult, due to lack of valid and reliable statistics regarding the impact of HIV/Aids on population growth, and statistics on out-migration of residents. However, economic and health care and social support/welfare strategies will aim to create an economic "pull" to the area, and provide care which results in improving quality of life and longevity of its residents.



GEOGRAPHICAL

Greater Kokstad Municipality is located to the Southwestern tip of KwaZulu-Natal Province. The municipality is bordered by Matatiele Local Municipality and Lesotho to the West, KwaSani Local Municipality to the North, Umziwabantu Local Municipality to the South East and Umzimvubu Local Municipality (Eastern Cape Province) to the East. The N2 traverses the municipality linking Kwazulu- Natal with the Eastern Cape Province.

Greater Kokstad Municipality has three urban nodes – Kokstad town, Swartberg and Franklin. Kokstad town is the major economic centre due to its strategic location in terms of transport network, economic and administrative activities. The national route (N2) links the area to the major economic nodes such as Port Shepstone and Durban in the KwaZulu Natal Province and Mthatha in the Eastern Cape Province. The R56 links Kokstad to Ixopo and Pietermaritzburg. The strategic location of Kokstad creates opportunities for economic growth.

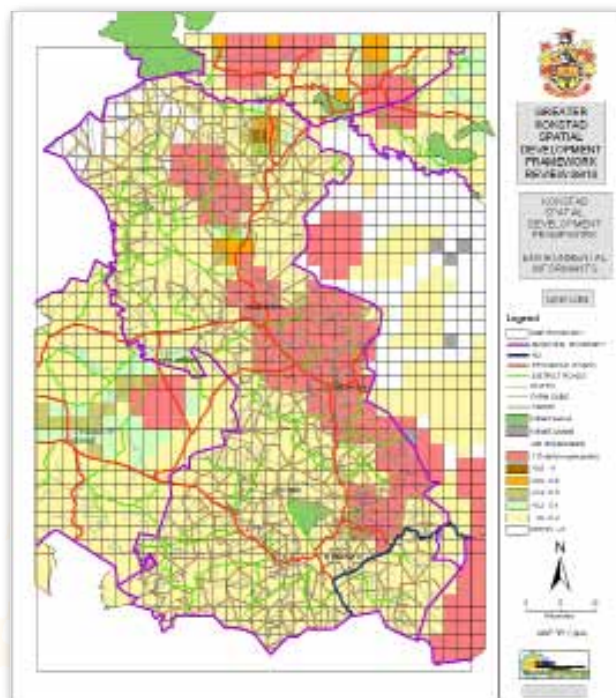
Emanating from the spatial location of the area is a high population growth rate due to

high immigration of people from the Eastern Cape and parts of KwaZulu Natal to the area in search of job opportunities. The municipality is therefore faced with a challenge of planning and providing basic services and employment opportunities to the communities that settle in the Greater Kokstad area from its surrounding and neighbouring areas. There are also land reform projects in rural areas like Pakkies 1 and Pakkies 2 and Kransdraai. Apart from the built environment, there is also agriculture, indigenous forests and areas of biodiversity. The municipality

acknowledges the relationship between the built and the natural environment and has adopted an integrated approach to the development and protection of the natural environment. One major spatial challenge facing the municipality is illegal occupation of land for housing purposes. The municipality is currently developing the Land Use Management System (LUMS) and by-laws (to be prepared after the Land Use Scheme has been completed) which will enable the municipality to control land use and apply to court to demolish any structure that is in contravention of its Land Use Scheme. This will contribute towards orderly and harmonious



Geographical location of Kokstad



Municipal map of Kokstad







Standing Left – Right: Cllr W.D. Bhengu (EXCO Member), Cllr N. Mavuka,
Cllr A.M. Mathe, Cllr P Nocanda, Cllr F. Rodgers

Seated Left – Right: Cllr T. N. Jojozi, Cllr J. Mhlongo, Cllr M Sithole - (Hon Mayor),
, Cllr N Thabethe – (Deputy Mayor), Cllr Kutshwa – (The Speaker)

Missing: Cllr M. White

The executive and legislative authority of the municipality is vested in its Municipal Council. The pre-eminent roles of the Council, amongst others, are the approval of by-laws, budgets, policies, IDP, tariffs for rates and service charges.

The Council of Kokstad consists of 11 Councilors, 3 of whom are full time councilors. The Political parties are represented as follows:

PARTY	COUNCILLORS	FEMALE	MALE
AFRICAN NATIONAL CONGRESS	10 (90%)	2	8
DEMOCRATIC ALLIANCE	1 (10%)	0	1
TOTAL	11	2	9



The Meetings of the Council and its Committees during the year were as follows:

FULL COUNCIL

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr M Sithole – Mayor	8	2	10
Cllr N Thabethe – Deputy Mayor	8	2	10
Cllr M Kutshwa – Speaker	10	0	10
Cllr W Bhengu – Exco member	6	4	10
Cllr M Mathe	9	1	10
Cllr M White	7	3	10
Cllr N Jojozi	9	1	10
Cllr N Mavuka	7	3	10
Cllr P Nocanda	8	2	10
Cllr J Mhlongo	8	2	10
Cllr F Rodgers	7	3	10

SPECIAL COUNCIL

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr M Sithole – Mayor	5	1	6
Cllr N Thabethe – Deputy Mayor	5	1	6
Cllr M Kutshwa – Speaker	6	6	6
Cllr W Bhengu – Exco member	4	2	6
Cllr M Mathe	5	0	5
Cllr M White	4	1	5
Cllr N Jojozi	4	1	5
Cllr N Mavuka	3	2	5
Cllr P Nocanda	4	1	5
Cllr J Mhlongo	6	0	6
Cllr F Rodgers	5	0	5



OTHER COMMITTEES

GOVERNANCE COMMITTEE



Standing Left – Right: Executive Manager Corporate Services (Mr. Mr. L.T. Somtseu), Personnel Assistant Coordinator (Ms T. Eksteen), Manager Human Resources (Ms. M. Matubatuba) and Manager Admin (Mrs. Z. Mbhele)
Seated Left – Right: Cllr P. Nocanda, Cllr N. Thabethe (Chair) Cllr J.J. Mhlongo

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr N Thabethe - Chairperson	7	2	9
Cllr J J Mhlongo Deputy Chairperson	6	3	9
Cllr P Nocanda	5	4	9



INFRASTRUCTURE, PLANNING & DEVELOPMENT COMMITTEE



Standing Left – Right: Manager Electrical Department (Mr. M Mhlengi), Manager Civil Engineering (Mr. F. De Lange), Electrical Coordinator (Mr. G. Gwagwa), Town Electrical Engineer (Mr D Barker) **Seated Left – Right:** Cllr F. Rodgers, Cllr M. Sithole (Hon Mayor), Cllr A.M. Mathe, Mr. A. Velem (Executive Manager Infrastructure, Planning & Development)

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr M Sithole –Chairperson	7	2	9
Cllr M White	3	6	9
Cllr M Mathe	8	1	9
Cllr F Rodgers	5	4	9



SOCIAL DEVELOPMENT COMMITTEE



Standing Left – Right: Manager Security & safety (Mr. Mtshengu) , Executive Manager Social Development (Mr. N. Msiya), (Manager: Social Development) Mr. S. Sobuce **Seated Left – Right:** Cllr N. Mavuka, Cllr N. Jojozi & Cllr W Bhengu (EXCO member)

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr W Bhengu -Chairperson	8	1	9
Cllr N Jojozi Deputy Chairperson	4	5	9
Cllr N Mavuka	5	4	9



LOCAL LABOUR FORUM COMMITTEE

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr J Mhlongo -Chairperson	4	5	9
Cllr N Jojozi	5	4	9
Cllr N Mavuka	3	6	9

EMPLOYMENT EQUITY & SKILLS DEVELOPMENT COMMITTEE

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr M Kutshwa -Chairperson	3	1	4
Cllr N Jojozi - Deputy Chairperson	3	1	4



THE SPEAKER
CLLR M.S. KUTSHWA

THE SPEAKER

The Speaker of the Council was elected as the Speaker of the Greater Kokstad Municipality in accordance with accordance with Section 36 of the Municipal Structures Act, and Section 160(1) (b) of the Constitution, for the 2006 to 2011 electoral term.

His legal obligations are, amongst other duties,

- to preside at meetings of the Council;
- perform the duties and exercise the powers delegated to the Speaker in terms of Section 59 of Local Government: Municipal Systems Act;
- ensure that the Council meets on a monthly basis;
- maintain order during Council meetings;
- ensure compliance of the council and council committees with the Code of Conduct for Municipal Councillors and ensure

that Council meetings are conducted in accordance with the Rules and Orders of the Council.

- Meetings of the Council remained open to the public and the schedule of the said meetings were advertised in local newspapers to encourage attendance.





Left – Right: Cllr M. Sithole (The Hon Mayor), Cllr N. Thabethe (Deputy Mayor), Cllr W. D. Bhengu

THE EXECUTIVE COMMITTEE

The Executive Committee has delegated plenary powers to exercise the powers, duties and functions of Council excluding those plenary powers expressly delegated to other standing committees and those powers which are wholly resolved to the Greater Kokstad Municipality. The Executive Committee is furthermore authorized to exercise any of those plenary powers delegated to other Standing Committees in circumstances where any matters from these committees are referred to the Executive Committee.

In terms of the Section 80 of the Municipal Structures Act, the municipality currently has three Committees, namely; the, Infrastructure, Planning and Development Committee, Governance Committee and also the Social Development Committee. These Committees continue to assist the Executive Committee in policy development and monitoring to accelerate service delivery, as well as the oversight of strategic projects and programmes.

The following is statistical table of the different (EXCO) Committee Meetings including Exco.

MEMBER OF COMMITTEE	NUMBER OF MEETINGS ATTENDED	NUMBER OF MEETINGS ABSENT	NUMBER OF SCHEDULED COMMITTEE MEETINGS
Cllr M Sithole – Chairperson (Mayor)	7	2	9
Cllr N Thabethe – Deputy Mayor	6	3	9
Cllr W Bhengu	7	2	9







CHAPTER 2

PERFORMANCE HIGHLIGHTS AND CHALLENGES

1. 2008/09 FINANCIAL YEAR ANNUAL STATICS FOR DISASTER
MANAGEMENT SECTION 24
2. 2008/9 FINANCIAL YEAR ANNUAL STATICS FOR TRAFFIC
MANAGEMENT SECTION 24
3. TOWN PLANNING 25

2008/09 FINANCIAL YEAR ANNUAL STATICS FOR DISASTER MANAGEMENT SECTION

There was no declared disaster except emergency call outs which Fire Fighting managed to do intervention without outside assistance.

RE: emergency call outs from 01 July 2008 to 30 June 2009

1. Grass fires = 173
2. Motor vehicle accident = 37
3. House fires = 71
4. Vehicles on fire = 30
5. Pedestrian accidents = 1
6. Other calls/miscellaneous = 125

ACTIVITIES CARRIED OUT BY ELECTRICAL DEPARTMENT FOR 08/09		
1.	METERS CHANGED FROM CREDIT TO PRE-PAYMENT	58
2.	FAULTY METERS CHANGED	49
3.	MCB TRIPS DONE	438
4.	ROBOTS MAINTANANCE DONE	57
5.	STREET LIGHTING MAINTANANCE & REPAIRS DONE	45
6.	MINI SUBS & TRANSFORMER MAINTANANCE DONE	68
7.	METERS SEALED	68
8.	MV FAULTS DONE	112
9.	LV FAULTS DONE	103
10.	CREDIT & PRE-PAID METERS INSTALLED	99
11.	NEW STUBBY'S INSTALLED	2
12.	METERS TESTED FOR ACCURATENESS	14
13.	FAULTS ATTENDED ON MUNICIPAL BUILDINGS	53
14.	VOUCHER PROBLEMS ATTENDED TO	69

2008/9 FINANCIAL YEAR ANNUAL STATICS FOR TRAFFIC MANAGEMENT SECTION

RE: activities from 01 July 2008 to 30 June 2009

1. Total number of cases/traffic fines = 5891 (R 2,805, 560.00)
2. Total number of vehicles suspensions = 96
3. Total income on testing grounds(drivers and learner's license) =R 5,629, 703.00
4. Total income motor licensing =R 731,233.82
5. Total number of vehicles tested 2143
6. Total number of certificate of road worthiness issued= 838
7. Application for learner's licenses = 5125
8. Learner's licenses failed = 3509
9. Learner's licenses passed = 1616
10. Application for learner's licenses illiterate = 32
11. Illiterate learner's licenses failed = 21
12. Illiterate learner's licenses passed = 11
13. Application for drivers licenses = 3880
14. Drivers license failed =3173
15. Drivers licenses passed = 707



TOWN PLANNING

Rezoning Applications

Total No. Applications Received - 4
Total No. Applications Approved - 3
Total No. Applications Not Approved - 0
Total No. Applications Pending - 1

Subdivision Applications

Total No. Applications Received - 23
Total No. Applications Approved - 20
Total No. Applications Not Approved - 2
Total No. Applications Pending - 1

Special Consent Applications

Total No. Applications Received - 16
Total No. Applications Approved - 10
Total No. Applications Not Approved - 0
Total No. Applications Pending - 6

Relaxation Applications

Total No. Applications Received - 117
Total No. Applications Approved - 97
Total No. Applications Not Approved - 20
Total No. Applications Pending - 0





NATIONAL PUBLIC WORKS EPWP (FOOD FOR WASTE PROGRAMME)



Left – Right: Personnel Assistant Coordinator (Mrs. T. Eksteen), Human Resources Manager (Mrs. M. Matubatuba), Executive Manager Corporate services, (Mr. L.T. Somtseu), Manager Administration (Mrs. Z. Mbhele)



HUMAN RESOURCES AND ORGANISATIONAL MANAGEMENT

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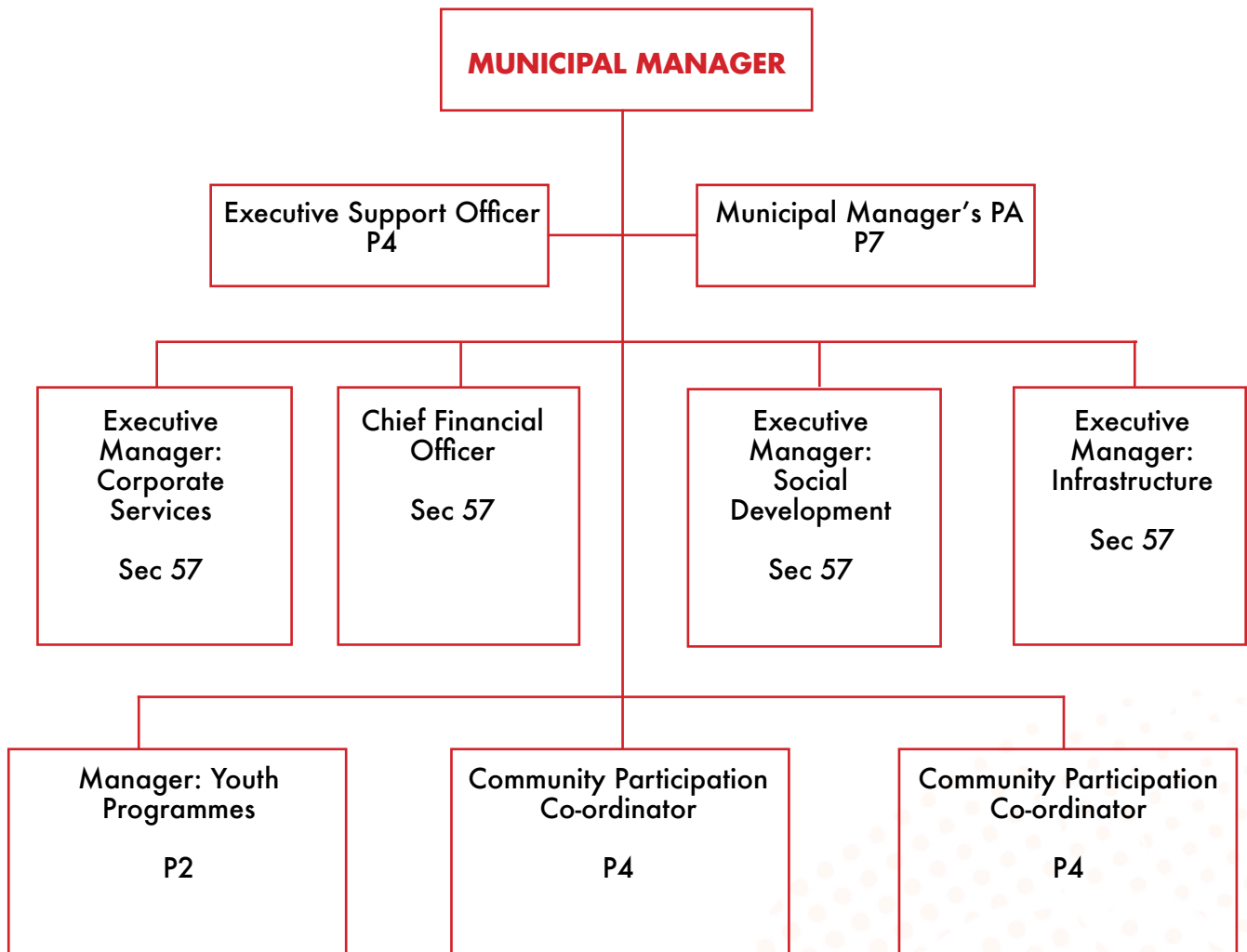


1. OFFICE OF THE MUNICIPAL MANAGER

Standing Left – Right: Acting Executive Support Officer (Ms. H. Adkins), Local Economic Developer Coordinator (Mr. M. Mnononeli) Seated Left – Right: Municipal Manager (Mr. M.A. Nkosi), Manager Youth (Mrs M. Coetzee), Manager Planning & Development (Mr. D. Mbongwa)



ORGANOGRAM



STRATEGIC OBJECTIVES

Strategic leadership

1. Provide strategic leadership to all operational activities of the municipalities;
2. Provide the link between the political leadership and administrative activities of the municipality;
3. Provide strategic leadership and guidance in the development and implementation of the IDP, Budget and SDBIP;
4. Identify and develop new business initiatives for the municipality;
5. Ensure alignment of municipal activities to National and Provincial Priorities; and
6. Ensure that Council policies, resolutions and relevant pieces of legislation are implemented and/or complied with.

Institutional Capacity Development and management

1. Enhance institutional delivery capacity by researching, analyzing and implementing best practices;
2. Design, develop and implement systems and processes to improve the municipal operational efficiency
3. Define and implement effective management systems;
4. Ensuring optimum utilizations of resources and value for money;
5. Manage and develop human capital talent and ensure that the municipality has effective and consistent people management policies; and
6. Provide adequate physical, financial and other resources for the achievement of the municipal strategic goals.

Public participation

1. Develop and promote community participation in government activities;
2. Consult stakeholders and solicit input on the development of the IDP and the Municipal Budget;
3. Lead, manage and coordinate the performance of the Community Development Workers (CDW's), Ward Support Clerks and Ward Committees;
4. Initiate, develop and coordinate programmes and interventions for ensuring maximum public participation in municipal programs;

Youth, Women, Children, Disabled and Gender issues and special programs

1. Manage and coordinate activities related to the youth, children, disabled and women;
2. Coordinate events associated with youth, children, disabled, women and gender programs
3. Identify, support and coordinate Sporting activities within the municipality;
Stakeholder Management
4. Arrange media conferences and media release for the municipality
5. Provide advice on communication matters and draft speeches for the Mayor, Deputy Mayor and the Municipal Manager;
6. Represent the municipality in all communication forums;
7. Manage and oversee the implementation of the municipal outreach programs



Internal Audit and Risk Management

1. Identify all risks, develop and implement risk management strategies for the municipality;
2. Assess the effectiveness and efficiency of the control environment within the municipality and weaknesses have been identified, develop procedures to reduce such risks;
3. Ensure that the municipality has an effective annual internal audit plan;
4. Ensure that the audit committee is functional and provide sufficient oversight role to the audit committee;
5. Provide leadership in the establishment of a culture that emphasizes internal control systems as an important priority within the municipal operations.



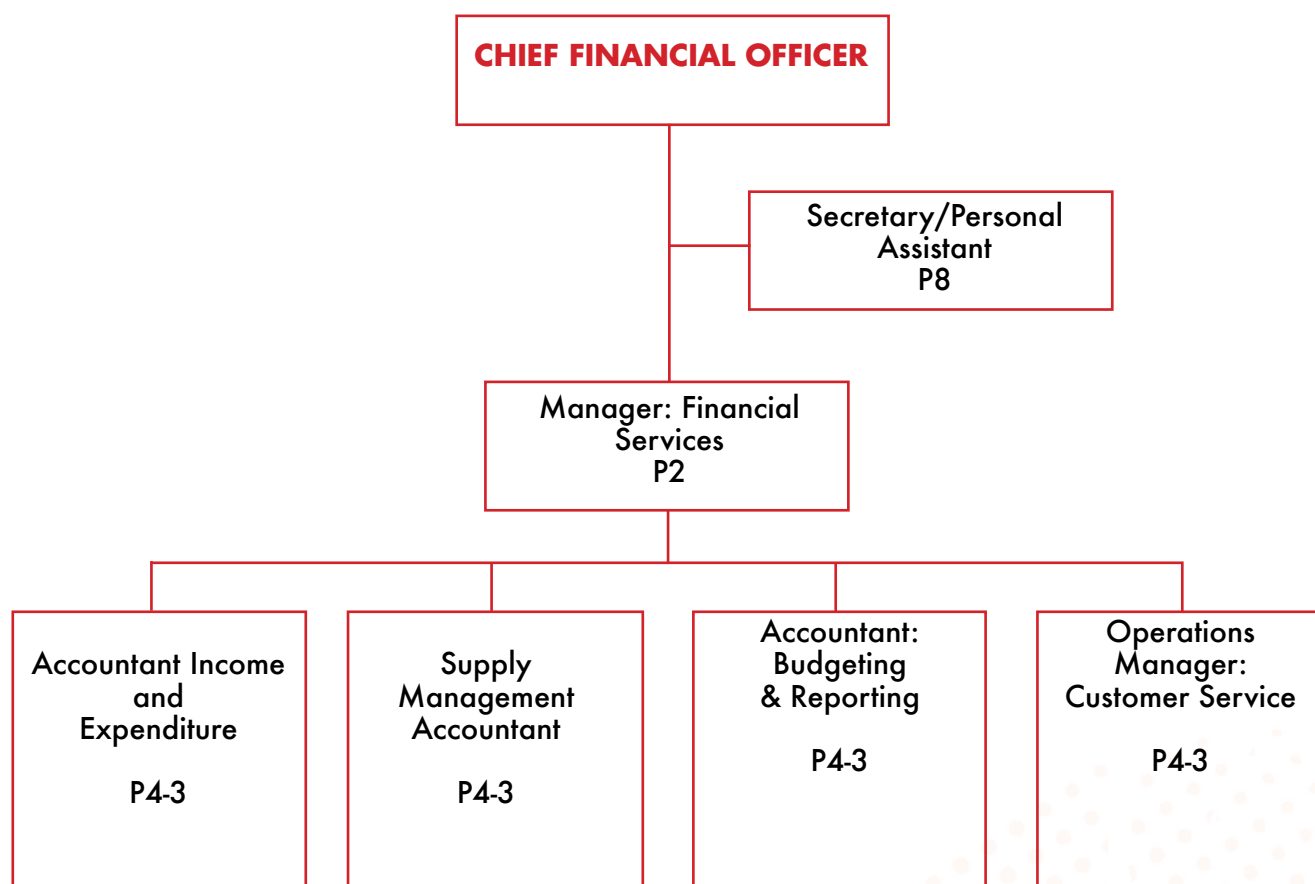


2. FINANCIAL SERVICES DEPARTMENT

Standing Left – Right: Mr. Z. Mani, Manager Financial Services (Mrs N. Gqola),
Mr. B. Vumase Seated Left – Right: Ms Z Msomi (Manager Customer Care),
Executive Manager Financial Services (Mr. L. Ndzelu), Ms Q Deyi



ORGANOGRAM



STRATEGIC OBJECTIVES

Expenditure management

1. Ensure timeous disbursement of funds to all creditors owed by the municipality;
2. Ensure that all expenses being paid for are budgeted for and that are sufficient funds in the relevant budget;
3. Monitoring of cash flow for the municipality;
4. Assess expenditure pressures and enforce fiscal discipline;

Revenue Management

1. Ensure the sustainable financial health of the Municipality;
2. Ensures the recoverability of all the funds that are due to the Municipality;
3. Ensure accurate billing for rates, electricity and other services provided by the municipality;
4. Ensure the effective implementation of the municipal credit control and debt collection procedures;

Supply chain management

1. Develop, maintain and implement procurement policies and procedures to effect the timely purchasing and delivery of goods and services to meet the operational needs of the municipality as aligned to the IDP and the SDBIP;
2. Manage the fleet and all movable and immovable assets of the municipality from the demand, acquisition, logistics and disposal stage.
3. Ensure the cost-effective procurement of goods and services.

Budgeting, reporting and Compliance

1. Development of annual budgets in collaborations with other departments;
2. Development and maintenance of financial policies and procedures and ensuring that all staff within the municipality
3. Ensuring that the Municipality has an effective and efficient system of internal audit
4. Ensuring that the Municipality has an effective Audit committee that is informed on a regular basis of any deviations from the financial policies and procedures, and/or non compliance with the MFMA and Treasury Regulations;
5. Advising the Council and Management of any changes in legislation and recommending adjustment of policies accordingly;
6. Ensuring that all reporting requirements are met;
7. Engaging with internal and external auditors in ensuring that sound financial practices are adhered to and that an annual audit plan is compiled;
8. Development of the municipal annual compliance plan;
9. Reporting on the implementation of the annual compliance plan;
10. Reporting alleged irregularities and non-compliance with the compliance plan;
11. Providing guidance and support to the Municipal Manager regarding all matters of compliance;
12. Coordinate the development of the SDBIP;
13. Management of documents to be placed on the municipal website in compliance with the MFMA and the Municipal Systems Act;
14. Management and Development of the Municipal Website



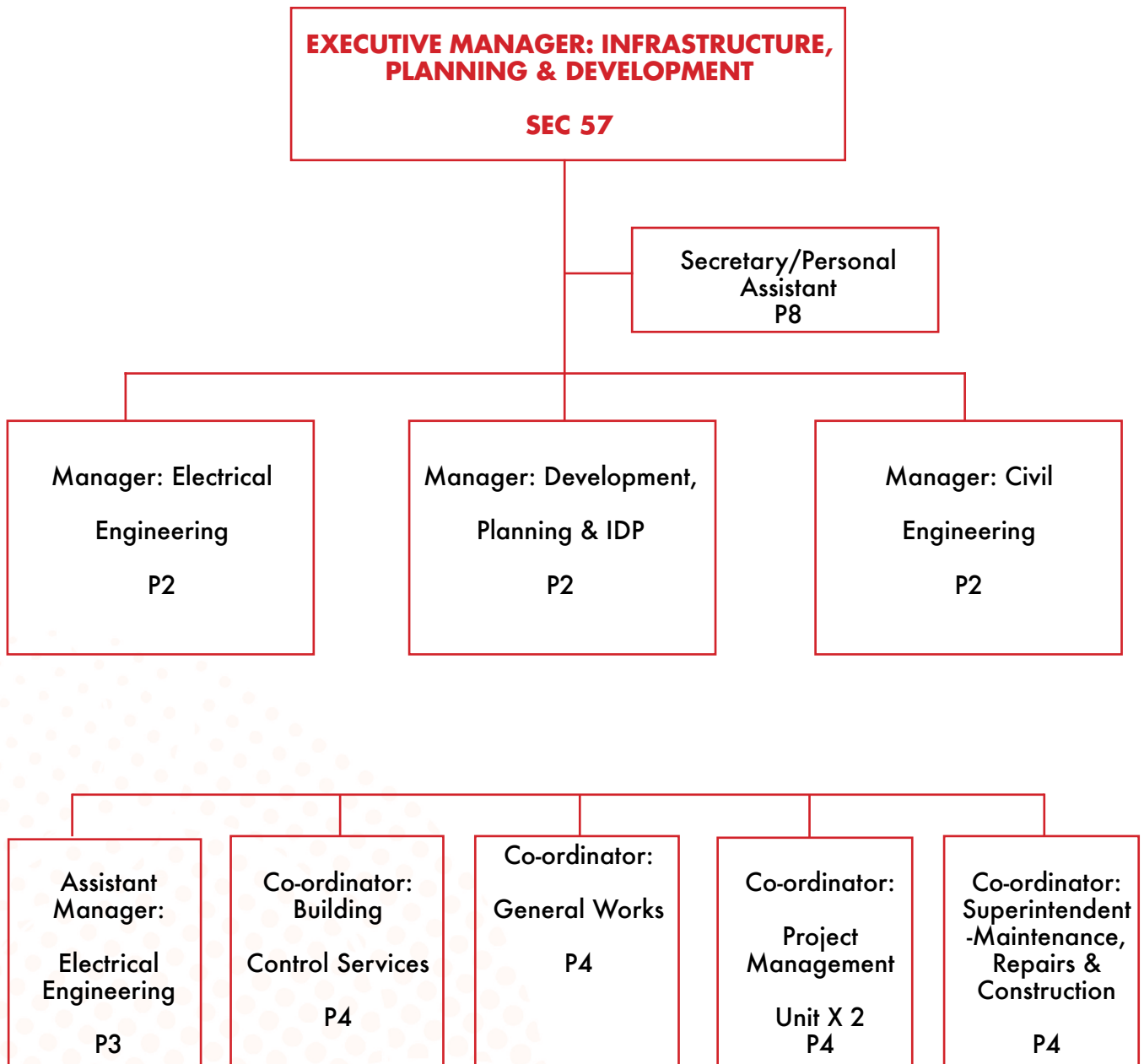


3. INFRASTRUCTURE, PLANNING AND DEVELOPMENT

Left - Right : Manager Civil Engineering (Mr. F Delange), Manager Electrical Department (Mr M. Mhlengi), Executive Manager Infrastructure, Planning & Development (Mr A. Velem), Electrical Co-ordinator (Mr. G. Gwagwa), Town Electrical Engineer (Mr D. Barker)



ORGANOGRAM



STRATEGIC OBJECTIVES

Infrastructure

1. Oversee and manage social infrastructure development backlogs reductions ;
2. Oversee the technical aspects of the infrastructure projects;
3. Manage quality control and specifications of projects;
4. Manage project finance and reporting;
5. Oversee the achievement of the millennium development goals (MDG's) (affordable housing, access to water, access to electricity and/or alternative energy, poverty eradication and job creation);
6. Oversee and manage project deliverables and schedule the implementation thereof;
7. Oversee the design, construction and maintenance of roads, drain and storm water systems;
8. Oversee and monitor local community employment in infrastructure projects;
9. Oversee and monitor the development and participation of women, youth and disabled in the construction industry;
10. Monitoring and implementation of the Expanded Public Works Program in all infrastructure program,
11. Supervise consultants and contractors;

Electricity

1. Managing the electricity distribution function and energy services within the jurisdiction of the municipality;
2. Providing public lighting within the jurisdiction of the municipality;
3. Developing the electricity network and the operation of the electricity services within the municipal area of jurisdiction;
4. Evaluating, facilitate and implement renewable energy resources and energy efficient measures throughout the municipality;
5. Maintaining links with key sector role-players like Eskom NERSA, DME and representing the interest of the municipality in relation to bulk supply and regulation of the industry;

Planning and Development (includes Housing – national and provincial competency)

1. Facilitate and manage the appropriate sustainable and integrated spatial planning and development within the municipal area of jurisdiction;
2. Oversee and direct the implementation of the Municipal spatial planning program;
3. Manage the development and maintenance of the Land Use Management function;
4. Manage the development and maintenance of the Geographic information System (GIS);
5. Oversee the enforcement where land use legislation was violated;
6. Formulate the municipal spatial development framework;
7. Liaise with the Provincial Department of Housing on matters relating thereto
8. Registration of people on the housing waiting list;
9. Verification if people registered on the waiting list;
10. Attending to public enquiries regarding housing queries;
11. Conducting housing consumer education; liaising with provincial housing department on the verification of housing beneficiaries;
12. Liaising with the provincial housing department to ensure compliance with statutory requirements;
13. Stimulate and manage the Local Economic Development in the Municipality;
14. Identify new economic opportunities, resources, strengths and limitations within the



- local municipal context;
15. Identify, support and coordinate LED activities within the Municipality;
 16. Perform technical, financial and entrepreneurial training of the SMME's
 17. Source funding for the LED projects from relevant institutions and donors;

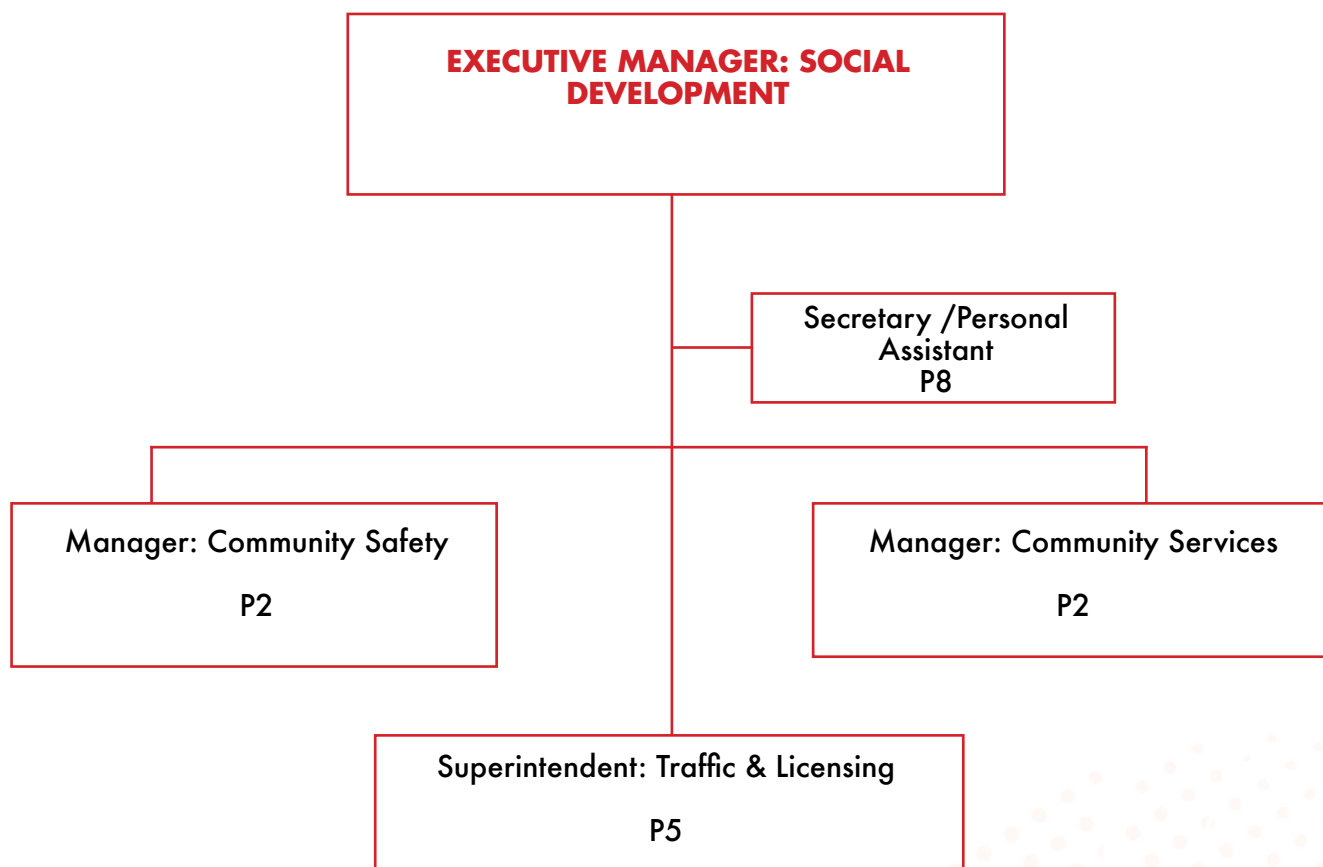


4. SOCIAL DEVELOPMENT DEPARTMENT

Left – Right: Manager Community Safety (Mr. Mtshengu), Executive Manager Social Development (Mr. N. Msiya), Manager Social development (Mr. N. Sobuce)



ORGANOGRAM



STRATEGIC OBJECTIVES

Public Facilities and Social Amenities

1. Manage horticulture, public open spaces, cemeteries and nurseries;
2. Manage, maintain community halls, public toilets and other municipal facilities (municipal grounds and sports fields)
3. Provision of security in all public facilities;
4. Provision of library and related services to the community of Kokstad.

Protection Services

1. Enforce the municipal by-laws;
2. Manage the development and implementation of policies to regulate the transport services within the municipal area of jurisdiction;
3. Evaluate and process learner/driving license applications;
4. Promote road safety;
5. Coordinate street signs, marking and names;

Disaster Management

1. Plan the municipality's ability and capacity to respond to disaster's occurring within the municipal area of jurisdiction;
2. Create and maintain disaster related data and refine it into useful information for the prevention of the recurrence of similar disasters;
3. Perform disaster awareness campaigns in the community;
4. Perform fire fighting services within the municipal area of jurisdiction
5. Ensure adherence to all relevant legislation, codes, standards and guidelines for disaster management
6. Plan coordinate and participate in environmental management activities of the municipality;
7. Coordinate and maintain the disaster management GIS system, including the compilation of risks and vulnerability maps;

Waste Management

1. Removal, transportation and disposal of refuse (household and business)
2. Management and maintenance of Landfill site
3. Management and maintenance of cleansing services in the GKM area of jurisdiction
4. Development and management of recycling systems and sites
5. Development, management and maintenance of cemetery systems
6. Development and management of systems for Indigent and Pauper burial



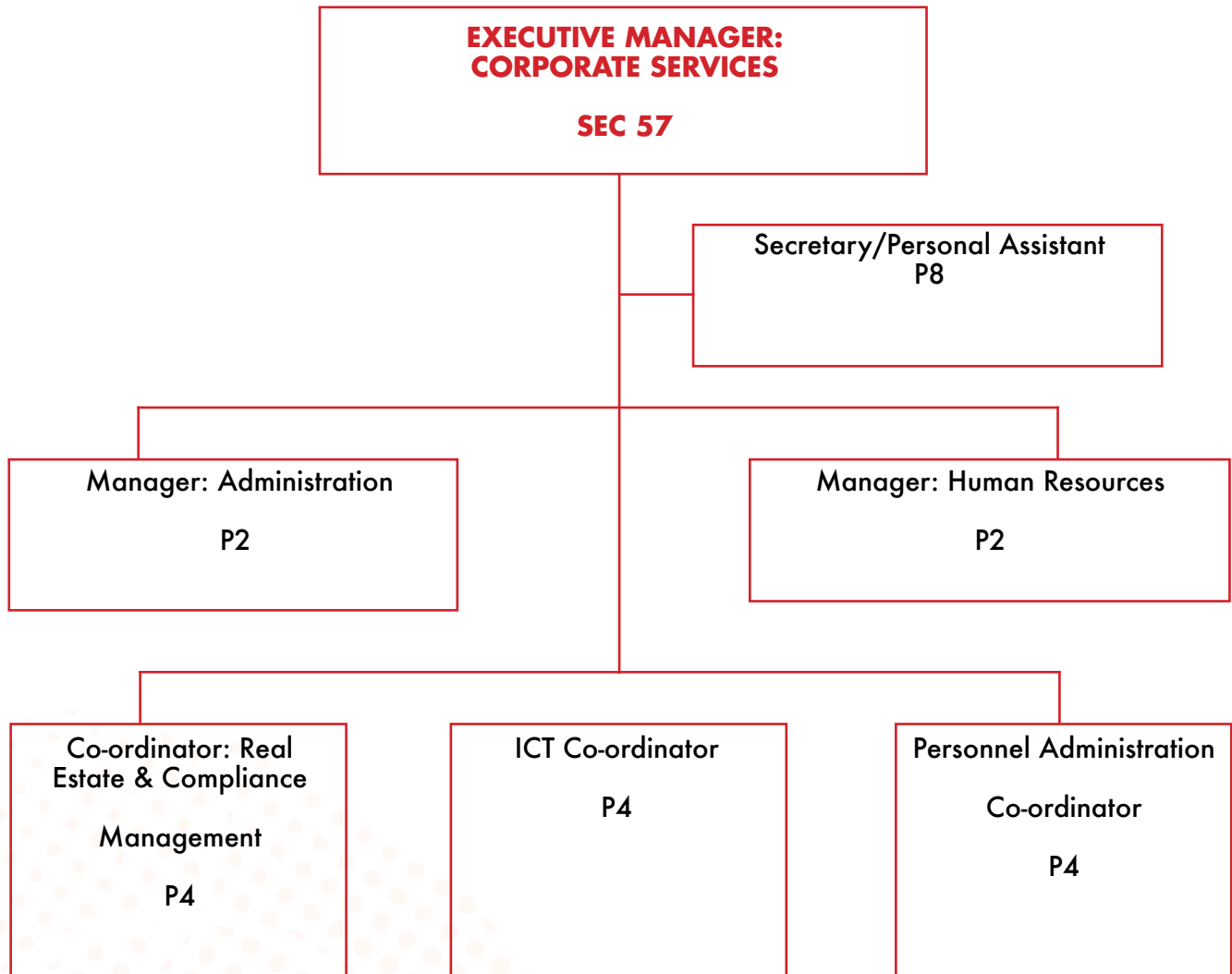


5. COPORATE SERVICES DEPARTMENT

Left - Right : Ms. T. Eksteen. Human Resource Manager (Ms M. Matubatuba), Executive Manager Corporate Services (Mr. L.T. Somtseu) Manager Admin (Ms Z Mbhele)



ORGANOGRAM



STRATEGIC OBJECTIVES

Administration

1. Develop and execute administrative municipal policies and delegations of competencies;
2. Plan coordinate and implement strategies and processes which facilitate the enhancement of operational efficiencies within the municipality;
3. Management of municipal properties and contracts;
4. Management of records (in compliance with national archives act) and provision of auxiliary services.

Human Resources

1. Provide strategic human capital leadership to the Municipality;
2. Ensure synergies and standardization of HR policies and procedures across all departments within the Municipality;
3. Initiate and manage the implementation of human capital strategies
4. Identify solutions to deal with changing external and internal demands;
5. Ensure compliance to HR Policies and procedures;
6. Management of all employer/employee relation matters;
7. Representing the Municipality in all matters of dispute resolution and consultation;
8. Designing and implementing the Municipal Employee Relations philosophy, strategy and approach;
9. Effective implementation of the labour legislative framework and the Collective Bargaining agreements;
10. Effective management of information systems relating to employee relations;
11. Strategic management of the remuneration function within the municipality;
12. Management of the job grading/evaluation within the municipality;

Council support

1. Provide functional and operational support to all the activities of the Council;
2. Provide the recording and minute taking services for the Council, EXCO and committees of the Council
3. Coordination, development and issuing of agenda for all scheduled Council, EXCO and Committee meetings
4. Provision of support in the implementation of council resolutions.

Information Communication and Technology

1. Maintain data integrity within the municipality;
2. Installation and configuration of software;
3. Information and data security administration;
4. Data analysis
5. Management and maintenance of network functions



STATISTICAL INFORMATION FOR HUMAN RESOURCES AS AT 30 JUNE 2009

EMPLOYMENT EQUITY:

TOTAL WORKFORCE - POSTS:

TARGET GROUP: GENDER AND RACE	LEVEL OF REPRESENT: REQ FIGURE/ W/FORCE	% OF TOTAL WORKFORCE
African Female	117	31.97%
African Male	210	57.38%
Coloured Female	8	2.19%
Coloured Male	26	7.10%
Indian Female	0	0%
Indian Male	0	0%
White Female	1	0.27%
White Male	4	1.09%
TOTAL	334	100%

EMPLOYEES WITH DISABILITIES

TARGET GROUP: GENDER AND RACE	LEVEL OF REPRESENT: REQ FIGURE/ W/FORCE	% OF TOTAL WORKFORCE
African Female	0	0%
African Male	0	0%
Coloured Female	0	0%
Coloured Male	0	0%
Indian Female	0	0%
Indian Male	0	0%
White Female	0	0%
White Male	0	0%

EMPLOYMENT EQUITY FOR TOP MANAGEMENT LEVELS (SECTION 57)

TARGET GROUP: GENDER AND RACE	LEVEL OF REPRESENT: REQ FIGURE/ W/FORCE	% OF TOTAL WORKFORCE
African Female	0	0%
African Male	4	100%
Coloured Female	0	0%
Coloured Male	0	0%
Indian Female	0	0%
Indian Male	0	0%
White Female	0	0%
White Male	0	0%



PENSION FUNDS AND MEDICAL AIDS

PENSION FUNDS	MEDICAL AIDS
Natal Joint Municipal Pension Fund	Key Health
Municipal Employees Pension Fund (MEPF)	Bonitas
SAMWU Pension Fund	Samwumed
GEPF	Hosmed
SALA	L A Health
Municipal Councillors Pension Fund (MCPF)	

STAFFING LEVELS AS AT 30 JUNE 2009

DEPARTMENT	COMPLIMENT	VACANCIES	ACTUAL
Council and Secretariat	11	0	11
Municipal Manager	26	8	18
Social Development	194	28	166
Infrastructure Planning and Development	145	36	109
Financial Services	42	3	39
Corporate Services	28	5	23
	446	80	366

STAFF COSTS REFLECTED AS A PERCENTAGE OF TOTAL OPERATIONAL EXPENDITURE

	2007/2008	2008/2009
Salaries	40 411 170.00	
Total Operational Expenditure	122 33 975.00	
Salaries % of Total Operational Expenditure	33%	

QUALIFICATION PROFILE (LEADERSHIP AND GOVERNANCE AND MANAGERS:

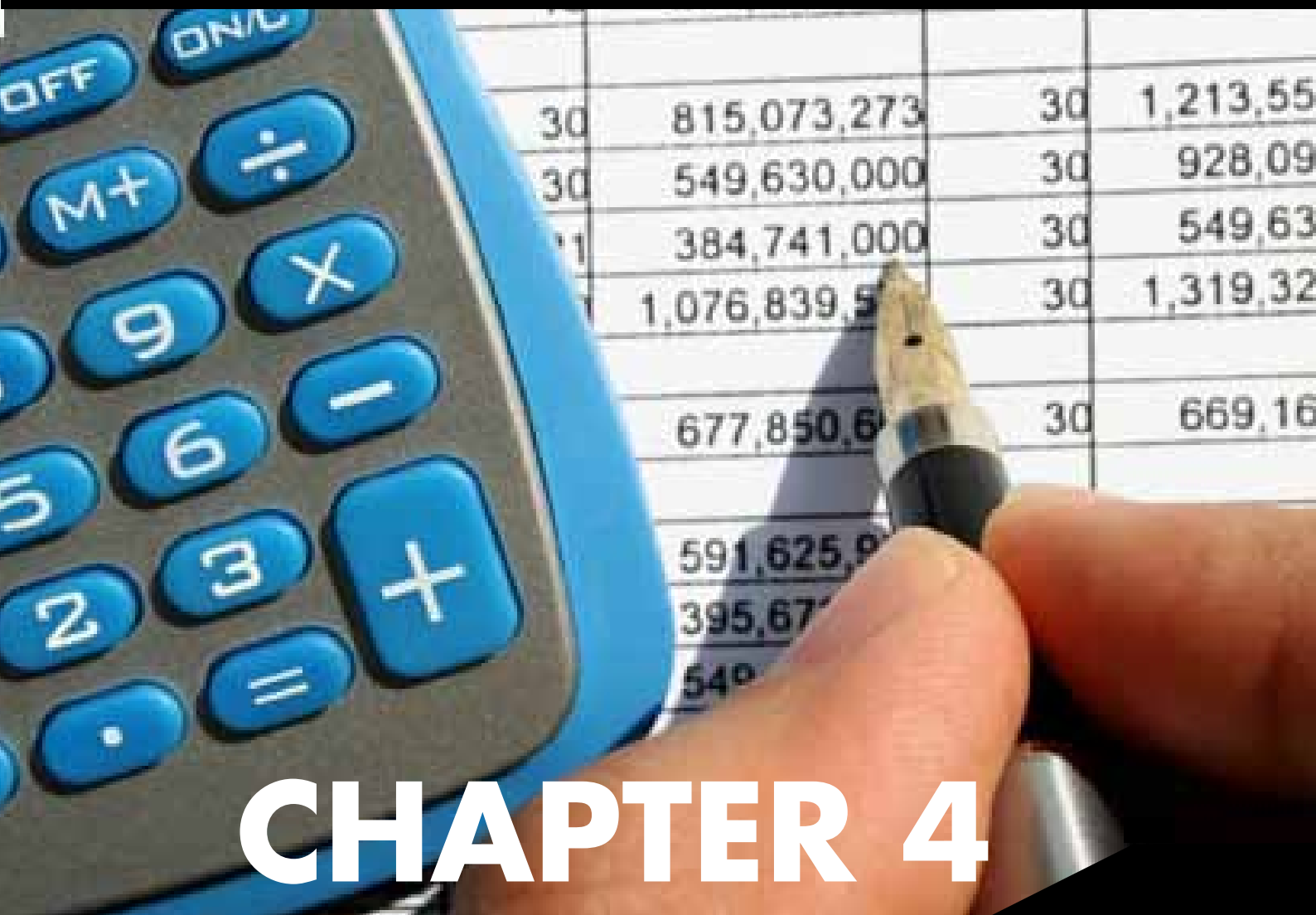
	Below NQF 1	NQF 1	NQF2	NQF3	NQF4	NQF5	NQF 6	NQF 7	NQF 8
Mayor						1			
Councillors				4	2	2			
Municipal Manager							1		
Budget & Treasury						3	1		
Social Development						2	1		
Infrastructure Plan						3	1		
Corporate Services						1	2	1	
TOTAL				4	2	12	6	1	



SKILLS PROFILES

ITEM DESCRIPTION	TOTAL NUMBER	TOTAL %
Professionals	40	17%
Artisans	31	13%
Unskilled	168	70%
TOTAL	239	100%





CHAPTER 4

FINANCIAL STATEMENTS AND RELATED FINANCIAL INFORMATION

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THE GREATER KOKSTAD LOCAL MUNICIPALITY

ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

MUNICIPAL MANAGER

M.A. NKOSI

CHIEF FINANCIAL OFFICER

L. NDZELU

HOPE STREET
KOKSTAD
4700

P.O. Box 0008
Kokstad
4700



THE GREATER KOKSTAD MUNICIPALITY ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

GENERAL INFORMATION

MEMBERS OF THE EXECUTIVE COMMITTEE

1. Councillor M. Sithole (Mayor)
2. Councillor N.Thabethe (Deputy Mayor)
3. Councillor WD. Bhengu (Executive Member)
4. Councillor M. Khutshwa (Speaker)

GRADING OF LOCAL AUTHORITY

GRADE 7

AUDITORS

Office of the Auditor General

BANKERS

First National Bank of South Africa

REGISTERED OFFICE

Municipal Offices
75 Hope Street
Kokstad
4700

P.O.BOX 8
Kokstad
4700

Telephone : 039-797 6600
Fascimile : 039-727 3676

MUNICIPAL MANAGER

Mr A. M. Nkosi

EXECUTIVE MANAGER : FINANCIAL SERVICES

Mr L. Ndzelu

APPROVAL OF FINANCIAL STATEMENTS

The Annual Financial Statements set out on pages 1-24 were approved by the Municipal Manager on 28 AUGUST 2009 and will be presented to next ordinary council for adoption.

MUNICIPAL MANAGER
(Accounting Officer)

EXECUTIVE MANAGER: FINANCIAL
SERVICES (Chief Financial Officer)



THE GREATER KOKSTAD MUNICIPALITY ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

FOREWORD BY THE HONORABLE MAYOR

The financial statements show that the municipality has recorded a deficit during the current financial year which has decreased from the last year recorded deficit by 62%. This is a sign of recovering with the hope that next financial year the municipality will achieve a surplus to start reducing its accumulated deficit.

The current year has been a challenging year for the municipality as it has to commit more funding for capital projects like the upgrade of electricity and renovation of main offices and these have put a strain to the council cash flows but the services delivery has been improved.

The budget for the 2008/2009 financial year has been prepared according to the council policies and requirements of Municipal Finance Management Act and submitted to National and Provincial Treasuries after its approval by council.

This has allowed the management to implement service delivery as per approved budget although some challenges have been experienced on debt collection where some rate payers and some consumers have failed to pay for services and rates and this has put lot of strain to council cash flows and also resulted to an increase of debtors as compared with the prior year.

Despite all these above mentioned challenges, the council for the current financial year has managed to meet all its financial obligations and the services have been provided to the community in good standard.

I believe that with the dedication of everyone at council, our work will go a long way in achieving gratification of the communities within our municipal jurisdiction.

In conclusion, I would like to express my appreciation to my fellow Councillors, Executive Committee, the Municipal Manager, his Management at large and all his staff, for their support, co-operation and hard work.

The Honourable Mayor
Cllr. M Sithole



THE GREATER KOKSTAD MUNICIPALITY ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2009

CHIEF FINANCIAL OFFICER'S REPORT

BACKGROUND

The Greater Kokstad Municipality is a grade seven municipality within the Sisonke District Municipality. It covers the major areas of Kokstad, Franklin and Swartberg and on the edge of the Eastern Cape and Lesotho Borders.

CHALLENGES

The municipality has been under extremely challenging conditions. It has to address challenges of infrastructure on roads, electricity and office accommodation. Also the municipality has been expected to provide other services like refuse removal, electricity supply, roads maintenance, community halls renovations, tourism, local economic development, poverty and special programs. These were implemented successfully with the assistance of administration through day to day activities.

The municipality has achieved some objectives such as upgrading of Bhenkintaba Electrical Sub-station, Construction of Shayamoya and Horseshoe Taxi routes. Further to that, the municipality has achieved the completion of constructions on Bhongweni and Murray Park Stadiums.

To improve the working conditions, the municipality has also committed funds for the upgrading of main offices. 70% construction thereof has been done during the current year.

Due to these mentioned achievements, the municipality has experienced some challenges on cash flows. Despite that, the municipality has managed to meet its obligations as planned for the current year.

GENERAL

1. OPERATING RESULTS

DETAILS	ACTUALS 2009	ACTUALS 2008	VARIANCE % 2008/2009	BUDGET 2009	VARIANCE % OF ACTUAL TO BUDGET
REVENUE	136,839,736	96,518,609	42%	154,246,556	12%
TOTAL EXPENDITURE	157,627,851	127,240,808	23%	154,246,557	(2%)
Salaries, Wages and Allowances	45,469,216	40,411,170	13%	46,068,075	1%
General Expenditure	75,865,984	69,717,841	8%	76,942,560	(17)%
Repairs and Maintenance	522,922	1,920,365	(73%)	3,629,039	86%
Capital Charges	5,978,989	4,906,833	22%	3,084,111	(94%)
Contributions to Fixed Assets	9,339,700	5,768,176	62%	22,729,601	59%
Contributions	5,962,280	4,516,422	32%	1,793,171	(233%)
Net Deficit	(20,788,115)	(30,722,200)	(32%)	0	



2. ACCUMULATED DEFICIT

The current year balance in the balance sheet reflects an accumulated deficit of R45,261 million and this has been increased from the prior year accumulated deficit of R27,858 million due to the current year operating deficit of R20,788 million (R30,722 million: 2008). Although the accumulated deficit has increased, the percentage increase in the current year is less than the prior year.

The current year deficit has occurred due to some non cash items passed through the income statement due to compliance to some legislative requirements as follows:

- 3% Contributions to CDF statutory funds amounting to R3, 107 million from actual revenue.
- Leave pay provision of R2, 349 million.
- Senior Managers Bonus provision of R0, 558 million.
- Impairment of Vat SARS Debtor amounting to R 14,488 million.

This means that, if these entries were not passed through the income statement, the municipality was going to reflect an operating deficit of R0, 246, million.

3. OVERALL CASH POSITION

Council has investments with the local financial institutions of R4, 282 million (R16, 245 million: 2008). The cash book has a favourable balance of R0, 911 million at year end as detailed on note 16.

4. ACCOUNTS RECEIVABLE

The balance of the debtors has increased to R57, 673 million from R42,856 million in the prior year and this is due to an increase in vat debtor by R5,278 million and consumer debtors by R9,301 million. The municipality has established a debt collection section capacitated with a debt collection management system so as to deal with this situation. Also, a combined tariff to recover refuse removal charges from prepaid electricity has been approved by council for implementation during next year (2009/2010) as it has been identified that 90% of the increase on consumer debtors is the non payment of refuse removal charges.

5. CAPITAL AND FINANCING

There were no new loans taken by the municipality during the current financial year, all capital financing was done from council own revenue and government grants and subsidies.

6. EXTERNAL LOANS, INVESTMENTS AND CASH

External loans at year end amounted to R11, 200 million (R14, 913 million: 2008) and there were no new loans taken out as referred in point 5 above.

Investments at year end amounted to R4, 282 million (R16, 245 million: 2009) and these are short term investments.

7. FUNDS AND RESERVES

There has been an increase of R3, 107 million in funds and reserve as management has contributed 3% to the fund during the current year. The R3, 107 million has been the 3% contribution from actual own revenue as per the requirements of the Natal Ordinance of 1974. It is also important to note that, these funds and reserves are not cash backed due to the fact



that they were initially done as per the fund accounting and IMFO requirements and the cash backing of these is represented by debtors. The value of these funds is R47, 267 million (R44, 159 million: 2008) year end.

8. POST BALANCE SHEET EVENTS

No events subsequent to balance sheet occurred, that required a note in the financial statements or amendment to the amounts disclosed on the trial balance.

9. FIXED ASSETS

The net book value of fixed assets has decreased from an opening balance of R14, 913 million to R11, 200 million.

Cost of Fixed Assets

Details	2008	2009	Movement
Rates and General	141,041,909	164,973,590	23,931,681
Electricity	128,597,502	139,824,482	11,226,980
Total Assets	270,539,411	304,798,071	35,158,660
Loans Redeemed	255,625,541	293,597,280	37,971,739
Net Value	14,913,870	11,200,792	(3,713,078)

10. EXPRESSION OF APPRECIATION

I would like to thank the executive committee, councillors, municipal manager, managements at large and staff for their support.

L Ndzelu
Chief Financial Officer

Date



REPORT OF THE AUDITOR-GENERAL

REPORT OF THE AUDITOR-GENERAL TO THE KWAZULU-NATAL PROVINCIAL LEGISLATURE AND THE COUNCIL ON THE FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION OF GREATER KOKSTAD MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2009

REPORT ON THE FINANCIAL STATEMENTS

Introduction

1. I have audited the accompanying financial statements of the Greater Kokstad Municipality which comprise the balance sheet as at 30 June 2009, and the income statement, cash flow statement for the year then ended, a summary of significant accounting policies and other explanatory notes, as set out on pages 58 to 74.

The Accounting Officer's responsibility for the Financial Statements

2. The accounting officer is responsible for the preparation of these financial statements in accordance with the entity-specific basis of accounting, as set out in accounting policy note 1 and in the manner required by the Local Government: Municipal Finance Management Act, 2003 (Act No. 56 of 2003) (MFMA) and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The Auditor-General's responsibility

3. As required by section 188 of the Constitution of the Republic of South Africa, 1996 read with section 4 of the Public Audit Act, 2004 (Act No. 25 of 2004) (PAA) and section 126(3) of the MFMA, my responsibility is to express an opinion on these financial statements based on my audit.
4. I conducted my audit in accordance with the International Standards on Auditing read with General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.
5. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.
6. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

12. In my opinion the financial statements of the Greater Kokstad Municipality as at 30 June 2009 have been prepared, in all material respects, in accordance with the entity-specific basis of accounting as set out in accounting policy note 1 and in the manner required by the MFMA.



Emphasis of Matters

Without qualifying my opinion, I draw attention to the following matter on which I do not express a qualified opinion:

Going Concern

7. The municipality's financial statements reflected an accumulated deficit of R45,26 million which is largely attributable to a contribution to the provision for bad debts amounting to R36,26 million. The debtors collection days have deteriorated to 308 days and the creditors payments days to 82 days. These conditions, together with the shortfall of investments and cash invested in statutory funds of R44,75 million, cast doubt on the municipality's ability to continue as a going concern in the foreseeable future.

Fruitless and wasteful expenditure

8. As disclosed in note 22 to the financial statements, fruitless and wasteful expenditure to the amount of R89 894 was incurred due to late payments of VAT and INCA loans.

Other Matters

Without qualifying my opinion, I draw attention to the following matter on which I do not express a qualified opinion:

Material Inconsistencies in other information included in the Annual Report

9. I have not obtained the other information included in the annual report and have not been able to identify any material inconsistencies with the financial statements.

Unaudited Supplementary Schedules

10. The supplementary budget information and other information set out on pages xx to xx do not form part of the financial statements and is presented as additional information. I have not audited these schedules and accordingly I do not express an opinion thereon.

Governance Framework

11. The governance principles that impact the auditor's opinion on the financial statements are related to the responsibilities and practices exercised by the accounting officer and executive management and are reflected in key governance requirements addressed below:

Key Governance Responsibilities

12. The MFMA tasks the accounting officer with a number of responsibilities concerning financial and risk management and internal control. Fundamental to achieving this is the implementation of key governance responsibilities, which I have assessed as follows:

No.	Matter	Y	N
Clear trail of supporting documentation that is easily available and provided in a timely manner			
1.	No significant difficulties were experienced during the audit concerning delays or the availability of requested information.	•	
Quality of financial statements and related management information			
2.	The financial statements were not subject to any material amendments resulting from the audit.		•
3.	The annual report was submitted for consideration prior to the tabling of the auditor's report.		•
Timeliness of financial statements and management information			
4.	The annual financial statements were submitted for auditing as per the legislated deadlines, as set out on section 126 of the MFMA.	•	



No.	Matter	Y	N
Availability of key officials during audit			
5.	Key officials were available throughout the audit process.	•	
Development and compliance with risk management, effective internal control and governance practices			
6.	Audit committee		
	• The municipality had an audit committee in operation throughout the financial year.	•	
	• The audit committee operates in accordance with approved, written terms of reference.	•	
	• The audit committee substantially fulfilled its responsibilities for the year, as set out in section 166(2) of the MFMA.	•	
7.	Internal audit		
	• The municipality had an internal audit function in operation throughout the financial year.		•
	• The internal audit function operates in terms of an approved internal audit plan.		•
	• The internal audit function substantially fulfilled its responsibilities for the year, as set out in section 165(2) of the MFMA.		•
8.	There are no significant deficiencies in the design and implementation of internal control in respect of financial and risk management.		•
9.	There are no significant deficiencies in the design and implementation of internal control in respect of compliance with applicable laws and regulations.		•
10.	The information systems were appropriate to facilitate the preparation of the financial statements.		•
11.	A risk assessment was conducted on a regular basis and a risk management strategy, which includes a fraud prevention plan, is documented and used, as set out in section 62(1)(c)(i) of the MFMA.	•	
12.	Delegations of responsibility are in place, as set out in section 79 of the MFMA.	•	
Follow-up of audit findings			
13.	The prior year audit findings have been substantially addressed.	•	
14.	SCOPA/Oversight resolutions have been substantially implemented.	•	
Issues relating to the reporting of performance information			
15.	The information systems were appropriate to facilitate the preparation of a performance report that is accurate and complete.		•
16.	Adequate control processes and procedures are designed and implemented to ensure the accuracy and completeness of reported performance information.	•	
17.	A strategic plan was prepared and approved for the financial year under review for purposes of monitoring the performance in relation to the budget and delivery by the Greater Kokstad Municipality against its mandate, predetermined objectives, outputs, indicators and targets, as set out on section 68 of the MFMA.	•	
18.	There is a functioning performance management system and performance bonuses are only paid after proper assessment and approval by those charged with governance.	•	



13. Although annual financial statements were submitted timeously and key officials were available during the audit, material adjustments were made as a result of errors noted during the audit. This was as a result of a lack of ongoing monitoring and review. In addition, there was no internal audit unit, resulting in a lack of monitoring and review.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

Report on Performance Information

14. I have reviewed the performance information as set out on pages 75 to 140

The Accounting Officer's responsibility for the Performance Information

15. In terms of section 121(3)(c) of the MFMA, the annual report of a municipality must include the annual performance report of the municipality, prepared by the municipality in terms of section 46 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

The Auditor-General's responsibility

16. I conducted my engagement in accordance with section 13 of the PAA read with General Notice 616 of 2008, issued in Government Gazette No. 31057 of 15 May 2008 and section 45 of the MSA.
17. In terms of the foregoing my engagement included performing procedures of a review nature to obtain sufficient appropriate evidence about the performance information and related systems, processes and procedures. The procedures selected depend on the auditor's judgement.
18. I believe that the evidence I have obtained is sufficient and appropriate to report that no significant findings have been identified as a result of my review.

APPRECIATION

19. The assistance rendered by the staff of the Greater Kokstad Municipality during the audit is sincerely appreciated.

Pietermaritzburg
30 November 2009



A U D I T O R - G E N E R A L
S O U T H A F R I C A

Auditing to build public confidence



ACCOUNTING POLICIES FOR THE ANNUAL FINANCIAL STATEMENTS

1 BASIS OF PRESENTATION

1.1 These financial statements have been prepared so as to conform to the standards laid down by the Institute of Municipal Finance Officers in its Code of Practice for Local Government Accounting (1997) and the Published Annual Financial Statements for Local Authorities (2nd Edition as amended).

1.2 The financial statements are prepared on the historical cost basis, adjusted for capital expenditure, more fully detailed in 3 below. The accounting policies are consistent with those applied in the previous year, except if otherwise indicated.

1.3 The financial statements are prepared on the accrual basis:

1.3.1 Income is accrued when collectable and measurable. Certain direct income is accrued when received such as traffic fines and certain licenses.

1.3.2 Expenditure is accrued in the year in which it is incurred.

2 CONSOLIDATION

The balance sheet includes the Rates and General Services, Housing Services, Trading Services and the different funds, reserves and provisions. Assessment rates, refuse removal and electricity are treated as income and expenditure in the respective departments.

3 FIXED ASSETS

Fixed Assets are stated :

3.1.1 At historical cost, or

3.1.2 At valuation (based on the market price at date of acquisition), where assets have been acquired by donation whilst they are in existence and fit for use.

3.2 DEPRECIATION

The balance shown against the heading "loans redeemed and other capital receipts" in the

notes to the balance Sheet is tantamount to a provision for depreciation; however, certain structural differences do exist. By way of this "provision" assets are written down over their estimated useful life. Apart from advances from various Council funds, assets may also be acquired through:

3.2.1 Appropriations from income, where the full cost of the asset forms an immediate and direct charge against operating income and it is therefore unnecessary to make any further provision for depreciation.

3.2.2 External contributions, grants and subsidies, where the amount representing the value received is immediately credited to the "loans redeemed and other capital receipts" account.

3.3 All proceeds from the sale of fixed property are credited to the Public Improvement Fund. Net proceeds from the sale of all other assets are credited either to the relevant department in which the asset was purchased or to the Capital Development Fund.

3.4 Capital assets are financed from different sources, including external loans and contributions, operating income and internal advances. These loans and advances are repaid within the estimated lives of the assets acquired from such loans and advances. Interest is charged to the services concerned at the ruling interest rate applicable at the time the advance is made.

4 INVENTORY

Inventory (stocks and materials) is reflected at average cost.

5 FUNDS AND PROVISIONS

5.1 CAPITAL DEVELOPMENT FUND

The local Authorities Ordinance (No.25 of 1974) requires that a minimum contribution of 3% of the total revenue accruing to the rate and general services and relevant trading services be made to the Capital Development Fund.



5.2 Public Improvement Fund

The local Authorities Ordinance (No. 25 of 1974) requires that all monies not otherwise appropriated by law received by the Council from any alienation of immovable property, any endowments payable in terms of Section 16(2) of the Town Planning Ordinance (No. 27 of 1949) and any proceeds of any loan raised by the Council for the purchase or improvement contemplated in terms of paragraph (b), (c) and (d) (i) of section 103(3), shall be paid into the Public Improvement Fund.

5.3 Audit Fee Provision

This provision exists to meet the audit costs accrued up to the end of the financial year, but not paid at that date. This is based on the estimate value of invoices from the prior year

5.4 Bad Debts Provision

This provision exists to meet the likely non-payment of services by consumer debtors.

5.5 Leave Provision

This provision exists to meet the value of leave accrued to employees at the balance sheet date.

6 TRADE CREDITORS

Invoices are recognised on the accrual basis of accounting. Amounts at year end have occurred and are liable.

7 SURPLUSES AND DEFICITS

Some of the surplus made by the Electricity Services is used to reduce the deficit in the Rates and General Services.

8 INVESTMENTS

Investments are made in accordance with the provisions of the Local Authorities Ordinance, No. 25 of 1974. Interest accrued to 30 June 2009 was brought into account.

9 INCOME RECOGNITION

9.1 Electricity Billing

Consumer meters are read and billed on a monthly basis with the exception of the meters of electricity consumers who purchase electricity on a pre-paid basis.

9.2 Refuse

Refuse charges are levied monthly to all consumers within the collection area and the tariff is based on a fixed monthly charge.

9.3 Assessment Rates

A general rate is levied based on the property value of land only. Differential rebates are granted to various sectors which include State-owned property, disadvantage sectors of the community and State pensioners.

9.4 Water

The water service was transferred to the district.

10 TREATMENT OF ADMIN AND OTHER OVERHEAD EXPENSES

The cost of internal support services is transferred to the different services in accordance with the Institute Report on Accounting for Support Services (June 1990)

11 LEASED ASSETS

Leases are treated as operating leases and the relevant rentals are charged to the operating account in a systematic manner related to the period of use of the assets concerned.

12 RETIREMENT BENEFITS

The Greater Kokstad Municipality and its employees contribute to the Kwa-Natal Joint Municipal Pension Fund or the Kwazulu - Natal Joint Municipal Provident Fund which provides retirement benefits to employees. The Councillors contribute to the Municipal Councillors Pension Fund. The retirement benefit plan is subject to the rules and regulations prescribed by the Local Government Superannuation Ordinance, 1973 (Ordinance No. 24 of 1973) and is in accordance with the requirements of the Pension Funds Act, 1956. Current contributions are charged against operating income on the basis of current service costs.



THE GREATER KOKSTAD MUNICIPALITY

BALANCE SHEET AS AT 30 JUNE 2009

	Note	2009 R	2008 R
CAPITAL EMPLOYED			
FUNDS AND RESERVES			
STATUTORY FUNDS	1	47,267,290	44,159,390
ACCUMULATED (DEFICIT)	2	(45,261,315)	(27,858,189)
LONG-TERM LIABILITIES	3	7,993,198	11,954,949
CONSUMER DEPOSITS	4	2,337,644	2,282,135
		12,336,817	30,538,285
EMPLOYMENT OF CAPITAL			
NON CURRENT ASSETS		11,200,792	14,913,867
FIXED ASSETS	5	11,200,792	14,913,867
NET CURRENT ASSETS		1,136,025	15,624,418
CURRENT ASSETS		26,882,089	38,904,305
INVENTORY	7	276,481	424,769
INVESTMENTS	6	4,282,685	16,245,186
DEBTORS	8	21,411,730	19,480,807
CASH AND OTHER CASH EQUIVALENTS	16	911,193	2,753,543
CURRENT LIABILITIES		25,746,064	23,279,887
CREDITORS	10	17,211,431	17,939,154
PROVISIONS	9	5,327,039	2,381,812
LONG TERM LIABILITIES:			
SHORT-TERM PORTION	3	3,207,594	2,958,921
		12,336,817	30,538,285



THE GREATER KOKSTAD MUNICIPALITY **INCOME STATEMENT** FOR THE YEAR ENDED 30 JUNE 2009

2008 Actual Income R	2008 Actual Expenditure R	2008 Surplus/ (Deficit) R		2009 Actual Income R	2009 Actual Expenditure R	2009 Surplus/ (Deficit) R
62,862,911	95,509,363	(32,646,452)	RATES AND GENERAL SERVICES	94,451,596	120,297,508	(25,845,914)
50,030,018	76,786,860	(26,756,842)	Community services	78,577,420	101,819,495	(23,242,075)
5,052,446	12,200,886	(7,148,440)	Subsidised services	5,123,147	12,784,626	(7,661,478)
7,780,447	6,521,617	1,258,830	Economic services	10,751,029	5,693,390	5,057,639
33,655,697	31,731,445	1,924,252	TRADING SERVICES	42,388,138	37,330,342	5,057,796
96,518,609	127,240,808	(30,722,200)	TOTAL	136,839,734	157,627,850	(20,788,118)
		(463,078)	Appropriations for the year (refer note 2)			3,384,992
		(31,185,277)	Net Surplus/(Deficit) for the year			(17,403,126)
		3,327,088	Accumulated Surplus/ (Deficit) beginning of the year			(27,858,189)
		<u>(27,858,189)</u>	ACCUMULATED SURPLUS/ (DEFICIT) AT THE END OF THE YEAR			<u>(45,261,315)</u>



THE GREATER KOKSTAD MUNICIPALITY

CASH FLOW STATEMENT FOR THE

YEAR ENDED 30 JUNE 2009

	Note	2009 R	2008 R
CASH (APPLIED TO) / RETAINED FROM OPERATING ACTIVITIES			
Cash (utilised) / generated by operations	14	18,987,391	(29,592,128)
Investment income	13	726,303	862,456
Decrease / (increase) in working capital		(739,047)	23,750,540
Proceeds on disposal of fixed assets		-	1,701,818
Finance costs	13	(2,310,572)	(2,455,606)
CASH UTILISED BY OPERATIONS		16,664,075	(5,732,918)
NET CASH FLOW		16,664,075	(5,732,918)
CASH EFFECTS OF FINANCING ACTIVITIES			
(Decrease) / increase in statutory funds		(3,107,900)	3,307,784
(Decrease) / increase in long-term loans		3,961,750	(3,002,005)
Decrease in Fixed Assets		(3,713,075)	
Decrease in cash investments		(11,962,500)	8,956,418
(Increase) / decrease in bank balances and cash		(1,842,350)	(3,561,434)
NET CASH UTILISED		(16,664,075)	5,732,919



THE GREATER KOKSTAD MUNICIPALITY

NOTES TO THE FINANCIAL STATEMENTS

AT 30 JUNE 2009

	2009 R	2008 R
1. Statutory funds		
Capital development fund	41,741,120	38,633,220
Public Improvement fund	5,526,171	5,526,170
	<u>47,267,290</u>	<u>44,159,390</u>
(Refer to appendix "A" for more details)		
2. Accumulated surplus		
<i>Appropriations</i>		
Accumulated surplus / (deficit) at the beginning of the year	(27,858,190)	3,327,088
Surplus (Deficit) for the year	(20,788,117)	(30,722,200)
Appropriations for the year	3,384,992	(463,078)
Prior year adjustments	3,384,992	(463,078)
Current year adjustments		
Accumulated (deficit) / surplus at the end of the year	<u>(45,261,315)</u>	<u>(27,858,190)</u>
3. Long-term Liabilities		
Planet Finance - R2 888 595 variable	-	1,101,277
INCA - R 8 000 000 @ 16.75%	2,685,769	3,737,364
INCA - R 5 800 000 @ 12.26%	5,013,296	5,403,685
INCA - R 7 000 000 @ 11.87%	3,501,726	4,671,544
Less: Short-term portion	3,207,593	2,958,921
Planet Finance - R2 888 595 variable	-	347,120
INCA - R 8 000 000 @ 16.75%	1,235,112	1,051,595
INCA - R 5 800 000 @ 12.26%	439,718	390,389
INCA - R 7 000 000 @ 11.87%	1,532,763	1,169,817
	<u>7,993,198</u>	<u>11,954,949</u>
(Refer to appendix "B" for more details)		
4. Consumer Deposits		
Electricity Deposits	2,337,644	2,282,135
Balance at the end of the year	<u>2,337,644</u>	<u>2,282,135</u>



	2009 R	2008 R
5. Fixed Assets		
Fixed assets at the beginning of the year	270,539,411	290,406,924
Fixed asset disposals	-	(1,052,341)
Audit adjustments		-
Capital expenditure during the year	34,258,662	12,645,101
Less: Fixed assets written off, transferred or sold		(31,460,276)
Total fixed assets	304,798,072	270,539,408
Less: Loans redeemed and other capital receipts	293,597,280	(255,625,541)
Net fixed assets	11,200,792	14,913,867

(Refer to Appendix "C" for more information).

6. Investments

Unlisted investments

6.1 Short-term investments (call accounts) held at the First National Bank

Reserve Account - Daily Call Account	40,028	31,000
Geographical Information Systems (GIS) Account	-	186,959
Financial Management Grant	9,700	243,311
People's Housing Process	136,801	200,794
Municipal Infrastructure Grant (MIG)	124,021	197,741
Secured Investment Account	-	2,816,597
Consolidated Municipal Improvement Funding	-	5
Municipal Systems Infrastructure Grant - MSIG	19,895	170,243
Recovery Plant Account	59	-
Collateral - FNB	6	6
Housing Operating account	415,613	-
FMG Investment	258,999	-
Land Sales Proceeds	13,162	
Government Exectancy	430,431	155,691
Cemetary	911,026	69,326
Horseshoe Housing	1,879,036	1,997,183
Gijima Account	29,441	27,798
Bhekintaba Substation	14,467	2,386,652
Human Resources System	-	114,538
Public Participation	-	114,781
Municipal Improvement Infrastructure Programme	-	221,386
Services (REDS)	-	166,040
Sports Upgrade Facility (SFU)	-	118,722
Meter Audit (Project Consolidate)	-	1,052,922
Land Use Proceeds	-	362,003
Municipal Offices	-	5,083,538
	4,282,685	15,717,236



	2009 R	2008 R
6. Investments		
Unlisted investments		
6.2 Short-term investments (call accounts) held at ABSA		
Collateral Absa	0	20,792
Subtotal	<u>0</u>	<u>20,792</u>
6.3 Short-term investments (call accounts) held at the New Republic Bank	0	507,158
Grand-total	<u>4,282,685</u>	<u>16,245,186</u>
Management's valuation of unlisted investments	-	
Average rate of return on investments	6%	6%

Circular number 25 issued by the Provincial Legislature requires local authorities to invest funds, which are not immediately required, with prescribed institutions and the period should be such that it will not be necessary to borrow funds against the investments at a plenary rate to meet commitments.

No investments were written off during the year.

No investments have been pledged as security for any funding facilities of the council.

7. Inventory	<u>276,481</u>	<u>424,769</u>
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Type of inventory disclosed in the note is only made up of consumable stock items.

8. Debtors

Consumer debtors	41,088,943	31,786,963
Vat Debtor	15,488,618	10,210,297
Sundry debtors	1,095,484	859,274
	<u>57,673,045</u>	<u>42,856,534</u>
Provision for bad debts	<u>(36,261,314)</u>	<u>(23,375,727)</u>
	<u>21,411,730</u>	<u>19,480,807</u>

9. Provisions

Leave provision	4,768,627	2,381,812
Senior Managers Performance Bonus Provision	558,412	
	<u>5,327,039</u>	<u>2,381,812</u>

Senior Managers Performance Bonus Provision includes provision for 07/08 amounting to R 558 412 and 08/09 provision amounting to R 933 083.



	2009 R	2008 R
10. Creditors		
Trade creditors	9,512,499	9,059,554
Sundry Creditors	2,330,112	361,265
Other Creditors (Unspent Grants)	5,368,821	8,518,335
	17,211,432	17,939,154
11. Councillors' Remuneration		
Mayor's allowance	518,697	450,579
Councillor's allowance	1,813,938	1,531,186
Deputy Mayor's Allowance	430,942	363,343
	2,763,576	2,345,108
12. Senior Managers' Remuneration		
Municipal Manager	813,750	655,858
Chief Financial Officer	551,020	469,356
Executive Manager: Corporate Services	551,020	469,356
Executive Manager: Social Development (Acting)	80,473	404,542
Executive Manager: Infrastructure	610,898	541,928
	2,607,161	2,541,040
13. Financial transactions:		
Total external interest earned or paid		
Interest Income	726,303	862,456
Interest paid	(2,310,572)	(2,455,606)
Capital charges debited to operating account		
Interest: External	2,310,572	2,455,606
Redemption: External	3,713,079	2,451,228
	6,023,650	4,906,833
14. Reconciliation of deficit for the year to cash (applied to) / generated by operations		
Deficit for the year	20,788,114	(30,722,200)
Adjustment for:		
Appropriations (added) / deducted to/from income	(3,384,992)	(463,078)
Finance costs	2,310,572	2,455,606
Investment income	(726,303)	(862,456)
Cash (applied to) / generated by operations	18,987,391	(29,592,128)



2009
R

2008
R

15. Working capital changes

Decrease/(Increase) in inventory	(148,287)	(96,140)
Decrease / (increase) in debtors	1,930,923	27,681,444
Decrease in short-term portion of long-term debtors	-	43,340
Decrease in consumer deposits	(55,509)	32,156
Decrease in creditors	727,723	(3,178,635)
Decrease in provisions	(2,945,227)	(1,250,245)
Increase in short-term portion of long-term liabilities	(248,672)	550,777
Decrease / (increase) in working capital	(739,049)	23,782,695

16. Cash and Other Cash Equivalents

Cash and cash equivalents included in the cash flow statement comprise the following statement of amounts indicating financial position :

Main Bank Account (overdraft) - FNB	(4,558,971)	(2,755,174)
Other cash resources	5,470,164	1,631
	911,193	(2,753,543)

The Main Bank Account is held at the Kokstad Branch of the First National Bank and is a current account. The municipality has a bank guarantee of R 30 000 for postage. Other cash resources include R 2 680 215 relating reversal of payments made after year end but processed at year end.

17. Investments Summary

Housing	2,294,649	1,997,182
Infrastructure	124,021	2,754,641
Financial Assistance	719,025	544,863
Other	1,144,989	10,948,499
	4,282,685	16,245,185

18. MFMA Expense Disclosures

Audit Fees	852,020	
Medical Aid Costs	1,598,322	1,200,077
Pension Fund Contributions	5,087,066	4,244,070
	7,537,408	5,444,147

19. Contingent Liabilities

Management have identified contingent liabilities that affect the Municipality at year end as:

Inkunzi Civils (Contractor: Bhongweni Roads)
GC Civils (Contractor: Kokstad Roads Phase 3)
KNA (Consultant: Kokstad Roads Phase 3)



2009
R

2008
R

20. Capital Commitments

Commitments in respect of capital expenditure:

Infrastructure	25,362,228	22,100,343
Rehabilitation of Kokstad Roads	14,494,592	10,500,000
Shayamoya Taxi Route	2,641,509	9,377,455
Upgrading of Mary Park Stadium	248,230	1,162,870
Bongweni Stadium	195,714	1,060,018
Bhekintaba	782,183	0
Municipal Offices	7,000,000	0
Total	25,362,228	22,100,343

This expenditure will be financed from:

- Government grants	9,330,413	8,018,338
- Own resources	16,031,815	14,082,005
	25,362,228	22,100,343

21. Councillor's Arrears

Councillor N Mavuka	5,833
Councillor T.N. Jojozi	10,455
Councillor J.J. Mhlongo	1,955
Councillor M. Mathe	577
	18,820

22. Fruitless Expenditure

The municipality has been charged the interest and penalties due to late payments to some creditors,

SARS - Vat Penalties & Interest	45,231
INCA LOAN -Interest on late Payment	44,663
	89,894



APPENDIX A: ACCUMULATED FUNDS, TRUST FUNDS, RESERVES AND PROVISIONS FOR THE YEAR ENDED 30 JUNE 2009

	Balance at 06/30/2008 R	Contributions during the year R	Expenditure during the year R	Balance at 06/30/2009 R
Statutory Funds:				
Capital development fund	38 633 220	3 107 897	-	41 741 118
Public Improvement Fund	5 526 170	-	-	5 526 170
	44 159 390	3 107 897	-	47 267 288
	44 159 390	3 107 897	-	47 267 288



APPENDIX B : EXTERNAL LOANS AND INTERNAL ADVANCES FOR THE YEAR ENDED 30 JUNE 2009

	Balance at 30/06/2008	Interest for the year	Redeemed / write off during the year	Balance at 30/06/2009
	R	R	R	R
EXTERNAL LOANS				
Annuity Loans				
INCA - R 8 000 000 @ 16.75%	3 737 364	584 281	(1 635 879)	2 685 769
Planet Finance - R2 888 595 variable	1 101 277	160 288	(1 261 565)	-
INCA - R 5 800 000 @ 12.26%	5 403 685	651 135	(1 041 524)	5 013 296
INCA - R 7 000 000 @ 11.87%	4 671 544	870 203	(2 040 021)	3 501 726
	-			-
TOTAL EXTERNAL LOANS	14 913 870	2 265 907	(5 978 989)	11 200 791



APPENDIX C : ANALYSIS OF FIXED ASSETS FOR THE YEAR ENDED 30 JUNE 2009

SERVICE	Balance at 30.6.2008 R	Expenditure 08/09 R	Redeemed transferred or written off R	Balance at 30.6.2009 R
RATES & GENERAL SERVICES	141 941 909	23 031 682	0	164 973 590
Fixed Assets	0	0		0
Land	77 742 000	11 890 677		89 632 677
Roads & Streets	51 650 912	10 285 571		61 936 483
TV Transmitter	0	0		0
Office Furniture & Equipment	2 710 889	163 445		2 874 334
Computer Equipment	1 896 945	607 060		2 504 005
Vehicles & Plant	7 774 840	-24 549		7 750 290
Tools & Equipment	166 323	109 478		275 800
Public Participation	0			0
Project Consolidate	0			0
TRADING	128 597 502	11 226 980	0	139 824 482
Electricity	128 597 502	11 226 980		139 824 482
FIXED ASSETS	270 539 411	34 258 662	0	304 798 071
Less: LOANS REDEEMED AND OTHER CAPITAL RECEIPTS	255 625 541	37 971 740	0	293 597 280
Loans Redeemed & Advances Repaid	47 460 490	8 867 986		56 328 476
Contributions from Operating Income	12 212 719	9 189 193		21 401 913
External Contributions	884 312	0		884 312
Grants and Subsidies	194 839 001	19 914 561		214 753 562
Proceeds ex Sale of Assets	229 020	0		229 020
NET FIXED ASSETS	14 913 870	-3 713 078	0	11 200 792



APPENDIX D : ANALYSIS OF OPERATING INCOME AND EXPENDITURE FOR THE YEAR ENDED 30 JUNE 2009

Actual 2008 R		Actual 2009 R	Budgeted R
Income			
20 297 024	Subsidies	26 556 962	27 886 000
19 563 024	Equitable share	22 796 411	22 796 000
734 000	Government and Provincial grants	3 760 551	5 090 000
76 221 584	Operating income	110 282 774	126 360 556
20 599 324	Assessment rates	41 940 578	46 288 648
33 635 629	Sale of electricity	42 359 712	54 355 604
21 986 631	Other income	25 982 484	25 716 304
96 518 609	Total income	136 839 736	154 246 556
Expenditure			
40 411 170	Salaries, wages and allowances	45 469 216	46 068 074
69 717 841	General expenses	90 354 744	76 942 560
1 920 365	Repairs and maintenance	522 922	3 629 039
4 906 833	Capital charges	5 978 989	3 084 111
5 768 176	Contributions to fixed assets	9 339 700	22 729 601
4 516 422	Contributions	5 962 280	1 793 171
127 240 808	Gross Expenditure	157 627 851	154 246 556
-30 722 200	Net Surplus (Deficit)	-20 788 115	0



APPENDIX E : DETAILED INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2009

Actual Income 2008 R	Actual expenditure 2008 R	Surplus / (Deficit) 2008 R		Actual Income 2009 R	Actual expenditure 2009 R	Surplus / (Deficit) 2009 R	Budget Surplus/ Deficit 2009 R
96 518 609	127 240 808	-30 722 200	Rates and general services	136 839 736	157 627 851	-20 788 115	0
50 030 018	76 786 860	-26 756 842	Community Services	78 577 420	101 819 492	-23 242 074	-8 506 745
20 599 324	0	20 599 324	General Rates	41 940 578	0	41 940 578	46 288 648
4 596 301	11 422 345	-6 826 043	Administration	2 599 814	13 621 936	-11 022 121	-9 442 583
33 615	1 037 251	-1 003 635	Library	8 445	1 107 683	-1 099 238	-1 095 501
22 412 794	38 107 981	-15 695 188	Treasury	31 832 807	51 072 659	-19 239 852	4 508 399
424 290	1 514 261	-1 089 971	Customer Care Centre	645 810	1 997 955	-1 352 145	-1 658 915
0	0	0	Clinic			0	0
82 608	1 116 449	-1 033 841	Cemetery	87 857	1 028 193	-940 337	-1 803 287
25 087	2 976 471	-2 951 384	Parks & Recreation	65 522	2 776 277	\$ -2 710 755	-2 943 631
0	0	0	Housing Administration			0	0
292 937	3 174 219	-2 881 282	Town Engineer : Administration	286 386	4 529 091	-4 242 706	-4 309 315
11 771	8 392 786	-8 381 015	Roads & Streets	8 707	12 609 470	-12 600 763	-23 215 436
0	0	0	Sport	28 684	486 364	-457 680	-1 814 201
1 551 290	4 916 300	-3 365 010	Municipal Manager	1 072 810	8 530 632	-7 457 822	-9 219 570
0	4 128 798	-4 128 798	Councillors Administration		4 059 233	-4 059 233	-3 801 353
5 052 446	12 200 886	-7 148 440	Subsidised Services	5 123 147	12 784 626	0 -7 661 479	-7 157 104
0	1 174 505	-1 174 505	Workshop	0	1 271 029	-1 271 029	-1 510 555
101 949	2 304 088	-2 202 139	Health Services	0	0	0	0
3 626 670	4 606 841	-980 171	Protection Services	4 038 403	6 371 117	-2 332 714	-1 769 674
916 407	2 232 104	-1 315 697	Fire	672 501	3 078 127	-2 405 627	-2 288 026
407 420	1 883 348	-1 475 928	Estates	412 243	2 064 353	-1 652 109	-1 588 849
7 780 447	6 521 617	1 258 830	Economic Services	10 751 030	5 693 390	5 057 640	-921 240
120 995	395 539	-274 544	Cleansing	10 751 030	5 693 390	5 057 640	-921 240
7 659 452	6 126 078	1 533 374	Sewerage-vacuum tank	0	0	0	0
33 655 697	31 731 445	1 924 252	Trading Services	42 388 138	37 330 342	5 057 796	16 585 089
33 655 697	31 731 445	1 924 252	Electricity	42 388 138	37 330 342	5 057 796	16 585 089
96 518 609	127 240 808	-30 722 200	Total	136 839 736	157 627 851	-20 788 117	0
		-463 078	Appropriations for the year (Refer to note 17)			3 384 992	
		-31 185 277	Net surplus for the year			-17 403 125	
		3 327 089	Accumulated surplus/(deficit) at the beginning of the year			-27 858 189	
		-27 858 189	Accumulated surplus / (deficit) at the end of the year			-45 261 314	



APPENDIX F : STATISTICAL INFORMATION

	2008/2009	2007/2008
General statistics		
Population	67 187	65 870
Properties		
- State	63	83
- Industrial	111	99
- Residential	8 401	7 588
- Commercial	110	114
- Other	191	194
Valuation date: 1 July 2008		
Land Value/ Market Value	3 673 379 000	158 750 902
Rateable Value	3 513 143 000	152 335 222
Non Rateable Value	160 236 000	6 415 680
Number of erven:	8876	7 590
Number of employees	363	388
Electricity statistics		
Units (kWh) purchased	87 484 227	81 900 495
Units (kWh) sold ('000)	87 056 905	81 534 986
Unit (kWh) lost with distribution	(427 322)	(365 509)
Cost per unit sold		
Percentage loss	0,5%	0,5%





CHAPTER 5

SERVICE DELIVERY REPORTING

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SERVICE DELIVERY REPORTING

INTRODUCTION

The Service Delivery and Budget Implementation Plan (SDBIP) for the Greater Kokstad Municipality has been prepared in terms of the Municipal Finance Management Act (MFMA), Act 56 of 2003. This act (MFMA) requires Municipalities to develop Service Delivery and Budget Implementation Plans (SDBIP) annually. Section 1 of the MFMA defines the SDBIP as follows:

“a detailed plan approved by the Mayor of a Municipality in terms of Section 53(1)(ii) for implementing the municipality’s delivery of services and the execution of its annual budget and which must include the following:

- a) Projections for each month of-
- b) Revenue to be collected, by source, and
- c) Operational and capital expenditure by vote;
- d) Service delivery targets and performance indicators for each quarter.”

The SDBIP is therefore, largely a one-year detailed operational/implementation plan, of functions which the municipality is responsible for implementing, which gives effect to the Integrated Development Plan, and the approved annual budget. It is a “Contract” between the administration, Council and the community expressing the goals and objectives set by Council as quantifiable outputs/targets to be implemented by the administration over the following twelve months. The SDBIP therefore provides the basis for measuring performance in service delivery against year end objectives set, annual key performance indicator outputs/targets and key performance indicator outcomes as well as quarterly key performance indicator outputs/targets set.

For the next financial year the following detailed operational plan will guide the budget approval and SDBIP formulation: it is estimated that the following budget allocation will be available:

DETAILS	ACTUALS 2009	ACTUALS 2008	ACTUALS VARIANCE % 2008/2009	BUDGET 2009	BUDGET VS ACTUAL VARIANCE %	BUDGET 2010	BUDGET VARIANCE %
OPERATING REVENUE	136,839,736	96,518,609	42%	154,246,556	12%	196,816,888	28%
OPERATING EXPENDITURE	143,139,092	127,240,808	13%	131,516,956	(9)%	161,343,279	23%
Salaries, Wages and Allowances	45,469,216	40,411,170	13%	46,068,075	1%	53,080,820	15%
General Expenditure	75,865,984	69,717,841	8%	76,942,560	2%	95,519,080	24%
Repairs and Maintenance	522,922	1,920,365	(73)%	3,629,039	86%	5,816,500	60%
Capital Charges	5,978,989	4,906,833	22%	3,084,111	(94)%	2,731,526	(11)%
Contributions	5,962,280	4,516,422	32%	1,793,171	(233)%	4,195,353	134%
CAPITAL EXPENDITURE	35,561,141	12,645,101	181%	88,276,556	60%	86,987,030	2%
TOTAL EXPENDITURE	178,700,233	139,885,909	22%	219,793,512	81%	248,330,309	13%



GKM set itself the target of implementing 29 programmes during the 2008/2009 which were aligned to the IDP Review Priorities. The programs identified were as follows:

Office of the Municipal Manager

1. Strategic Planning and IDP review;
2. Performance Management;
3. Special Programmes (youth, women, children, disabled, special projects)
4. Public Participation, Communication and Corporate Image
5. Internal Audit and Risk Management;
6. Local Economic Development
7. Legal Services

Financial Management Services

8. Expenditure Management;
9. Revenue Management;
10. Customer Service;
11. Supply Chain management;
12. Budgeting, reporting and compliance;
13. Financial IT Systems Management
14. Asset Management

Infrastructure, Planning and Development

15. Infrastructure;
16. Electricity;
17. Housing;
18. Planning and Development;
19. Compliance (building controls and enforcement of by-laws)

Social Development

20. Public Facilities, amenities and parks
21. Protection Services
22. Compliance (enforcement of by-laws);
23. Fire and Disaster Management;
24. Waste Management
25. Indigent Support Program

Corporate Services

26. Land Administration (Immovable Property)/Estates
27. Information Communication and Technology;
28. HRM
29. Administration

The SDBIP document was the culmination of a lengthy consultative process, which included amongst others a strategic planning session between the Executive Management and the Council as well as the Executive Management and other Managers in lower positions. This is the brainchild of the Council, which was appointed on the 1st of March 2006, and is a vehicle, which ensures that all strategic priorities for 2008/09 are achieved within timeframes set by the Council. The SDBIP as outlined herein, further demonstrated a clear commitment from the entire management to the creation of internal synergies as well as synergies with other government entities and the private sector.





PROGRAMME ONE - STRATEGIC PLANNING AND IDP REVIEW PROCESS

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Strategic Planning Sessions	Credible adopted IDP, SDBIP and budget for 2008/9	Adoption of the strategy by Council and Implementation thereof.	The Mid-Term Budget Review was held in January 2009, the Council's Strategic Planning Session was held in January 2009; and the Management Strategic Planning Session to finalise the IDP, Budget and SDBIP for 2009/10 was held in April 2009.	Nil	R200 000	R187,418.24	100%	Yes
IDP	Identified IDP reviewed annually	IDP Process Plan adopted IDP resolutions conducted IDP documented Adoption of IDP	2009/10 IDP has been completed and adopted by the Council and submitted to the local Government and Traditional Affairs as per legislative requirements.	In some instances co-operation from some of the Sector Departments in the reviewing of IDP has been a challenge.	R200, 000	R80 614.99	100%	Yes

PROGRAMME TWO - PERFORMANCE MANAGEMENT SYSTEM

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
P446	Addressing optimum staff performance and productivity.	Conduction of performance contracts and agreements / performance plans with key personnel	The Performance Assessments for all Managers up to level 4, the Section 57 Managers and also for the municipal Manager have been held and finalised, the payment of the bonuses is in follow.	Nil	Budgeted under Corporate Services Department	Budgeted under Corp Services Dept	100%	Yes





PROGRAMME THREE - SPECIAL PROGRAMMES

PROJECT STATUS									
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)	
SALQA Games	Positive Image and improved inter-governmental relations	SAQA Participating in SALQA games	Done successfully	Peer co-ordination from the District Municipality is a challenge at times	R 40,000.00	R40,000.00	100%	Yes	
HIV/AIDS and Crime	Reduction of HIV and AIDS within the Kibbutz Municipality Reduction of Crime within the Kibbutz Municipality	Holding HIV and AIDS awareness campaigns per ward as well as participating in the International AIDS day on the 1 st of December 2008 Holding awareness workshops with youth against crime and HIV	Council has approved on Establishment of Ward based AIDS Committee and local AIDS Council	Inefficient Funds	R 40,000.00	R40,000.00	100%	Yes, but the programme will be completed with the official launch of the local HIV/AIDS Council in July 2009.	

PROJECT STATUS									
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)	
Formation of Disabled, Aged Forums	Participation by the special groups in the maintenance activities of the municipality and their needs being addressed	Organising Forums and contribution to the successful commemoration of the international disabled day	Council has approved the Tof's on the Establishment of Disabled	None	R 40,000	N/A	100%	Yes but the programme will be completed with the launch of the Foru in July 2009	
Support of Sporting Activities	Improved participation by the community in different sporting codes	Supporting 5 sporting codes	Done successfully	Poor relations with participating private sectors	R 40,000.00	R 40, 000 .00	100%	Yes	
National Youth Day	Awareness of the role played by the youth in the valuing of democracy in South Africa	Successful leading of the National Youth day	Done successfully	N/A	R 70,000.00	R19 800.00	100%	Yes	
National Public Service Day	Improved job satisfaction and reduction of four staff months	Successful leading of the national Sport's day event	To be done ,temporary stage	Inefficient funds	R 100,000	N/A	0%	No, Project was not on hold due to financial constraints.	





PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Support of Co-Operatives	Economic empowerment of the special groups	Support three cooperatives each owned by the Youth, Women and the disabled	A Meeting will be scheduled with all the cooperatives who have applied for support programme	Inefficient funds	1000,000.00	N/A	0%	No, Project was put on hold due to financial constraints.
Formation of a Youth Advisory Centre	Improved access by the Youth to information and advisory services	Submission of the application for the establishment of the Youth advisory Centre	To be done	Inefficient funds	N/A	N/A	0%	No – The matter is still being investigated and funding thereof sought.
OKM Cultural Day	Inter-cultural tolerance and diversity management	OKM Cultural day on the 1 st of September, 2008	Done	None	N/A	N/A	100%	Yes
Moateng Calendar days	Alignment of OKM activities with those taking place throughout the country and the province	Alignment of OKM Activities with Moateng calendar days	To be done	None	N/A	N/A	0%	No, Due to funding, this programme could not be implemented.

PROGRAMME FOUR - PUBLIC PARTICIPATION AND CORPORATE IMAGE

PROJECT NAME (AS PER THE SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Communication Strategy	To strategise for the municipal communication as per the communication challenges of Kibbutz.	Adoption of the strategy by council and implementation thereof.	The Strategy is undergoing implementation.	Personnel challenges	R50 000	M	100%	Yes
Local Communication Forum	To integrate communication at the local level to ensure maximum community participation and information dissemination.	A fully functional local Communication Forum.	The forum is established but due to challenges cited in the following column it is not doing.	The sector departments keep on sending different people for each meeting, there is no much continuity on every time the LCF concept must be explained for new people. There is no continuity and comprehensive planning as anticipated.	R10 000	R1 400	40%	Yes but the programme to be discontinued in the next financial year due to challenges encountered, however, intergovernmental communication will continue using the Multi Sectoral Forum.
Ward Liaison	To assess the information needs of the community.	A community that understands government processes and programmes	Ward Liaison has been done in all wards. Assessment of information completion	None	R10 000	0 - in house	100%	Yes, and also as per the needs identified during Ward Liaison Information Days will continue in the next financial year.





PROJECT STATUS								
PROJECT NAME (AS PER THE SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Information Sharing Day	To share information with community on how government operates and what opportunities for democracy exist for the people.	Conducting Information Days	Information days were scheduled close to 3 weeks, to continue in the outstanding 3 weeks in coming financial year.	Some meetings could not fit during the day as some words requested that the meetings be held after hours.	R40 000	0	80%	Yes, the Information Days to continue in the next financial year. OCS to champion the facilitation process of organising stakeholders.
Newsletter	Providing municipal programmes & initiatives to the community, also to give feedback on the quarterly activities.	Quarterly Newsletter	Currently editing the April – June issue.	None	R170 000	R 109 792	100%	Yes, to co-ordinate printing and distribution of the April – June newsletter soon.
Website	To have an informative, user friendly website that gives feedback and allows inputs from municipal stakeholders.	Operational Municipal website that allows internal & external stakeholders to be on board participating in what the municipality is off about.	The website is up and running although there are some challenges that make it impossible to upload any documents and messages.	Uploading big documents and pictures. Working with the service provider for assistance. The municipality has limited the web space and as such big documents cannot be uploaded anymore.	R200 000	R 126 000.00	95%	Yes but a letter has been drafted to terminate the contract with the current Service Provider. In the process going through SCAT process to appoint the new Service Provider.

PROJECT STATUS								
PROJECT NAME (AS PER THE SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Corporate Image (Branding)	To have a uniform corporate identity of the municipality.	Create and maintain the municipal brand i.e. Templates, banners, Promotional Material etc	Templates have been developed for correspondence, table cloths are printed, paper bags are done, retractable banners, project folders, CD calendars, table calendars, email signatures etc.	None	R100 000	0	100%	Yes
Initiatives	Positive participation of the community in municipal programmes, also to receive feedback from the community about the services we are rendering	To have initiatives twice in the financial year	The next initiative will be in the next financial year, October 2009.	Financial constraints on the first initiative consumed the entire budget for both initiatives.	R165 000	R165 000.00	100%	Yes





PROJECT STATUS								
PROJECT NAME (AS PER THE SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Media Liaison SOVA(Mbitso), quarterly media briefings	To build and maintain positive relations between the municipality and local media houses.	4 Media Briefings per year, Media Statements and media monitoring	In progress, media monitoring is done on weekly basis, media briefing quarterly and media statements weekly. Media transcript submitted to each Council meeting	None	R50 000	R39 310,00	75%	No, only 3 Media briefings could be held due to the Election Campaign process
Capacity Building for Ward Committees	To capacitate ward committee members on municipal operations and how to best serve the community they represent.	The ward committee training has been done on the 24 th and 25 th March 2019.	In progress	None	R10 000	0	100%	Yes
Compensation - it is allowance for Ward Committees	To pay ward committees as it is allowance of R200 quarterly (R800.00 monthly)	To encourage/ ensure ward committees attend meetings	On going	Meetings do not sit & as such allowances are not paid.	R180 000	R29 640,00 Finance to please audit with figure)	100%	Yes
GRM Prayer Day	To pray for our community development, crime reduction and violence within our society.	Prayer Day	Complete for this financial year	Financial challenges	R50 000	R 40 340 +finance to audit with figure)	100%	Yes

PROJECT NAME (AS PER THE SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Community Based Planning	To empower community to plan for the ward based development. Government to be responsive to the needs of the community.	Outreach on Community Based Planning	Busy with logistics for the Training on Community Based Planning that will be taking place August 2009.	There are no more funds to proceed with the books training on business management.	R40 000	R 44 805	100%	Yes



PROGRAMME FIVE - INTERNAL AUDIT AND RISK MANAGEMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Risk Management	Minimised risk in the GMD	Risk Management Plan implemented	The Risk assessment has been completed and submitted to Council. The Anti Fraud and Corruption plan has been submitted to Council for adoption, the plan has not been implemented, it is to be fine tuned and then rolled out for implementation	Nil	250 000	Nil	100%	Yes, executed, fully funded by Protected Treasury
Audit Committee	Compliant organization, value-added audit.	Quarterly Meetings Minutes tabled at Exco.	Audit Committee meets regularly on per annual calendar but the meeting of February 2009 could not sit as there were no items to discuss.	Nil	100 000	R02 279,02	100%	Yes
Auditor-General	Improved confidence on municipal administration and financial management.	Unqualified AG report.	The AG report has been included on the GMD Annual report of 2007/2008.	Nil	250 000	Nil	100%	Yes
Internal Audit	Improved internal controls and prevention/reduction of corruption	Implementation of the annual Internal Audit Plan. Training of 4 employees on anti-corruption. Development and implementation of the Anti-corruption strategy	Annual Internal Audit Plan approved by Council, this has been submitted to Greater District Municipality.	Implementation of the Internal Audit Plan through the Standard Standard Services.	Nil	Nil	40%	No, due to the occupation of the District, but preparations to enhance the Internal Audit Function underway.







PROGRAMME SIX - LOCAL ECONOMIC DEVELOPMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Furniture Factory development	Good quality furniture produced in Botswana.	To introduce a new furniture manufacturing in Molepolole.	Equipment procurement and at planning stage for the involvement of other stakeholders	Budgetary constraints	B460 000	N/A	10%	Yes, the programme was dropped due to budgetary constraints.
Management Car Wash	Nearly established car wash at Maseru and improved working conditions for the car wash for beneficiaries.	To improve the working conditions for the young Entrepreneurs.	Water connection is done, only the fitting of pipes.	Technical delays	B150 840	B80 000 (Increase to coincide with the final figure)	60%	Yes, the project will be finished in August 2009, this has been due to technical delays.
Youth Bakery Project	Established and fully operational bakery at Maseru for the youth.	To support and establish a baking project that is youth owned.	Procurement completed	The challenge now is sustainability of the centre made consistent.	B410 000	B257 276	67%	Yes, this project will be finished at the end of August 2009, due to the unavailability of the container from the supplier.
Silk Screen Printing	Printing centre operational in Kaituma	To enhance the functioning surroundings of the workers	Procurement has begun	The challenge was poor co-operation from the beneficiaries	B150 000	B69 996	60%	Yes, the project will be finished at the end of August 2009, due to the poor co-operation from the beneficiaries.

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Brick and Block Making in Franklin	Fully operational brick and block making centre	Stimulation of the economy and increased job creation	Procurement process completed.	The challenge was due to the non-availability of sites for the project.	R169 000	R116 228	85%	Yes, the project will be finished at the end of August 2009.
SALE SUPPORT	Capacity building on both technical and business skills	Well managed businesses that operate profitably	On going	Nil	R200 000	R108 000	100%	Yes.

PROGRAMME SEVEN -LEGAL SERVICES

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Quashing of Municipal By-laws	Quashing of municipal by-laws	10 Quashed By-laws by the end of the financial year.	The Municipality has 4 Municipal By-laws quashed	Nil	R8 69 000	R82 800	100%	Yes
Provision of legal defence against in cases of Migration against the Municipality	Provision of Legal services as and when required	Provision of legal defence /opinion as and when required	There is an annual provision set aside for cases of Migration against the Municipality	The under-budgeting was due to the unforeseen legal costs against the former Municipal Manager	R8 69 000	R17 732,69 (Finance is credit with Rand figure)	100%	Yes





PROGRAMME EIGHT -EXPENDITURE MANAGEMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Creditors and payments administration	Ensure that creditors payments; salaries and third parties are reconciled monthly and paid promptly	Timely and accurate payment of creditors, salaries and third parties	Payments are done within 30 days of receipt of proper documentation after necessary approval by relevant Executive Managers and submission to Financial Services Creditors section.	None	Nil	Nil	100%	Yes

PROGRAMME NINE - REVENUE MANAGEMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Consumer Billing	To improve revenue collection through active consumer billing and indigent support	Billing to be done on time before the 7 th of every month.	Billing done on time before the 7 th of the month. Revenue enhancement strategy development in progress. Debtors Management Solution Implementation is in progress.	Integration of pre paid electricity systems to households.	Nil	Nil	100%	Yes
Indigent Support	Ensure that indigent households register to Data Base for 2008/09 and number of beneficiaries is improved to represent GRCM status.	Provide free or subsidize services for registered indigent households as approved for 2008/09 budget	Indigent applicants for 2008/2009 all applicants for indigent who met the requirements have been approved by the Council. Council also reached to write off arrears for rates and services in respect of indigent residents.	Lack of enthusiasm by households to make applications for subsidy.	R3,569,729	R3,569,488	100%	Yes





PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Debt Collection	To improve revenue collection through active implementation of policies.	Amount to be reduced and improve collection on outstanding debtors more than 90 days.	Debt collection being enforced through electricity cut-offs and card blockages only for services on arrears. ZIGS/ Zeds debt collection software has been installed and is being implemented.	Payment arrangements not enforced by the Debtors.	NIL	NIL	100%	Yes
Property Rates Act Implementation	Completion of a new Valuation Roll of the Greater KwaZulu-Natal Municipal properties including those which were not rated in terms of the Municipal Property Rates Act.	To implement the new General Valuation Roll (GVR) as well as new rates policy and rates by-law with effect from 1 st July 2008.	Supplementary Valuation Roll (SVR) has been issued by the valuer. Objections have been received on the SVR and these will be forwarded to the Valuer. Aerial photographs have been done.	Information data for newly rated customers (Formal) Absence of the District Appraisals Board (DAAB)	R1,964,000 R600,000	R287,900	60%	No The information data to be finalised in September 2008. The Valuations Appeal Board has not yet been established by the Provincial Department.
Electricity Meter Audit	Detect and minimise tampering and theft of electricity to increase electricity revenues.	Reduce electricity losses and improved revenue collection on electricity.	African was appointed for this project and it has been completed. A clear cut report was issued.	Installation of meter seals by Electrical Department is still a challenge.	R1,000,000	R507,000	100%	Yes





PROGRAMME TEN - CUSTOMER SERVICE

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Customer Core Service Enhancement	The Customer Core Centre (CCC) needs to effectively deal with customer service as a fully fledged customer service centre.	Upgrade CC reporting system/Platform. Upgrade / Acquisition of pre paid electricity software system. Utilize meter bills for meter reading and messenger service relating to connection.	Fault reporting system to track record and report faults and complaints by customers has been upgraded. Linking of electrical department through the LAN has been done. Training was conducted on the system during March Q4 and is now functional.	Network connection and IT related challenges Power failure.	R200 000	R44,302	100%	Yes

PROGRAMME ELEVEN - SUPPLY CHAIN MANAGEMENT

PROJECT NAME		PROJECT STATUS						
(AS PER THE SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Supply Chain Management	Acquisition of goods and services in a cost effective and efficient manner.	To ensure stores & inventory management is in line with the requirements of Municipal Finance Management Act (MFMA), to support the purchasing, acquisition, demand and disposal of goods and services on time.	Supply Chain Management Reports on all bids and procurement of services submitted before the 7 th of every month. All bids issued before end of May 2009 have been evaluated and adjudicated.	None	Nil	Nil	100%	Yes
Contract Management	To ensure compliance and adherence on Municipal Commercial contracts / Service Level Agreements.	Properly individualised contracts and SLA's both electronically and manually	Contract management has now been transferred to the SCM Unit from Corporate Services.	None.	Nil	Nil	100%	Yes





PROGRAMME TWELVE - BUDGETING , REPORTING AND COMPLIANCE

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Budgeting Reporting and Compliance	Preparation and submission of monthly financial reports & accurate reliable reports for Management Council considerations.	Preparation of monthly expenditure and income, monthly cash flow, budget implementation reports and other financial matters.	National Treasury in year monitoring reports and conditional grants reports submitted by the 1 st of each month.	Many new processes being implemented on reporting formats by National Treasury. Familiarization of Financial Services with Microsoft reports and Bank Reconciliation programme.	NH	NH	100%	Yes
	Completion and reporting of Operating and Capital Budgets within the JAFRA and National Treasury requirements and guidelines.	Approval of JAFRA, compiling budget by council before the end of the Financial Year. Prep & approval of Adjustment budget before 31/03/2009	Budget, tariffs and budget related policies have been adopted and approved by Council	None	NH	NH	100%	Yes

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
	Prepare and Submit annual financial statements with accounting file on or before 30 June 2008 on or before 31 st August 2008 for Auditing by Auditor General and be able to receive Audit report before the end of November 2008. Ensure that audit queries which affect the audit report are cleared and corrected.	Completed on or before 31 st August 2008 Annual Financial Statement and Submitted for audit purposes to Auditor General (AG).	Financial Statements prepared, submitted and certified on time. Auditing is complete and audit report was issued and tabled in Council and made public with the annual report. Overnight report has been submitted to Council. AG comments on the Annual report have been received and incorporated in the final document for printing.	Configuration of the system does not allow printing of financial statements.	Nil	Nil	100%	Yes.





PROGRAMME THIRTEEN - ASSET MANAGEMENT

PROJECT NAME (as per the SOBIP)	PROJECT STATUS					
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SOBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE
Asset Management	Updating of Fixed Assets Register and submission of monthly reports on fixed assets management.	To have updated fixed assets register	FAIR is in place. All new acquired assets included in the register and tagged. FAIR register reconciled monthly. Asset additions reported monthly. Asset physical verification has been done. Software License for the scanner was acquired.	Movement of assets due to office relocation to the town hall during renovations.	Nil	Nil
Fleet Management	Safe guard and proper management of Council Fleet	To have a fleet management register and fleet management system	Fleet register is in place. Monthly fleet reports are part of P.S. monthly report Training of staff on Car Track system that has been installed during the month.	Capacity challenge in terms of Human Resources	12000 000	Nil
Furniture and Office Equipment	To have good condition furniture & office equipment.	To have office equipment and furniture that is in good condition.	Ordered the new computer equipment for staff.	Unlited Budget.	1611 600	1173,303,29
						Yes.
						Yes.
						No. Acquisition of new furniture and equipment was put on hold due to budgetary constraints.





PROGRAMME FIFTEEN: CIVIL ENGINEERING DEPARTMENT

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y / N
Upgrading of Murray Park Stadium Phase 2	To supply sport facilities in the community of Kibitso.	-Appoint of Consultant February 2008 - Design Tender April 2008 - Award Tender June 2008 - Construction June 2008 - Completion June 09	Under Construction. Extra works on storm water and underground water.	Slow progress by the Contractor.	R1,491,194.56	R1,377,442.06	98%	No. Extra work to be done on storm water and sewers.
Rehabilitation of Mlongweni Stadium	To upgrade Mlongweni stadium, make the soccer pitch playable.	Completed stadium	Complete	Water supply	R1,377,402.11	R1,379,165.26	100%	Yes
Rehabilitation of Kibitso Roads Phase 3	To improve the quality of roads in Kibitso	-Appoint Consultant February 2008 - Design Tender April 2008 - Award Tender June 2008 - Construction June 2008 - Completion June 09	Appointment of the new service providers.	Poor services from the service providers.	R14,844,361.44	R1,377,465.27	9.3%	No. The Contractor and Consultant terminated fully contracts with the Municipality and the new Consultant and Contractor had been appointed and will start in August 2009

PROJECT STATUS									
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N	
Herve Stone Road	The rehabilitation of Herve Stone main road will upgrade traffic flow in the area	Improved and safety driving road.	Complete	None	R2,240,000.00	R2,040,000.00	100%	Yes	
Upgrading of Shogamoya Trest Roads	To provide an improved and safe road infrastructure.	-Appoint Consultant February 2008 - Design Tender April 2008 - Award Tender June 2008 - Construction June 2008 - Completion March 09	Under Construction. Delays due to water and sewer lines.	Sewer and water flooding to road construction and poor reaction from District Council.	R10,342,821.94	R9,991,792.82	89%	No. Problems with the District Council to assist with moving of water services in the road.	
Gravel Roads	To update the quality of Gravel Roads in Greater Kokstad Municipality.	Gravel roads that meet the required standard.	Project on hold due to funding.	Availability of funds.	R 600,000.00	R0	0%	No. Project was put on hold due to financial constraints	
Polder Park foot Bridges	To link the two sections of Shogamoya	-Leasing by June 08 -Tender by Sept 08 -Construction by Oct 08 -Completion by March 09	Project on hold due to 2008/09 Budget.	Financial constraints.	R 780,000.00	R0	0%	No. Project was put on hold due to financial constraints	





PROJECT STATUS								
PROJECT NAME (as per the SOBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SOBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Reeling of Works Yard	To reave the Works Yard of the Department	- Procurement by August 08 - Construction by Sept 08 - Completion by Nov 08	Project on hold due to 2008/09 Budget	Financial constraints	R 800,000.00	00	0%	Mo- Project was put on hold due to financial constraints



BHEKINTABA SUBSTATION UPGRADED



PROGRAMME SIXTEEN - ELECTRICAL SECTION

PROJECT NAME (as per the SDBIP)	PROJECT STATUS						
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)
Midlands Substation / Bulk Infrastructure Upgrade	To provide electricity for electrification/ for house development in Kolabed & Singid/Hammarerandu.	Award by May 08 Construction by June 08 Completion by June 08	Edison completed the construction of the Substation. Switchgear installed & energised. Meter cabinets have been installed.	Cash flow problems	R18 Million	R12,180,487.00	70%
Electrification: Shyamsena, Heruveluwa & Anna Gals	To provide electricity for electrification.	Procurement of materials by July 08 Construction by Aug 08 Completion by Dec 08	200 houses to be electrified.	Financial constraints	R1,618,400	None	6%
							No, project due to be completed by the end of August 2009.
							No Application made to DME for funding.

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Murray Park Sports field Electrical connection	To Provide electricity to Sports field	-Design by July 08 -Material procurement by Aug 08 -Construction by Sept 08 -Completion by Dec 08	On hold	Financial constraints	R1,000,000	None	0%	Not Project was put on hold due to financial constraints.
Street Lighting -Magwaya -Houtbos -Area 016 -Town	To provide Street Lighting for better life, safety & security.	-Design by Aug 08 -Material procurement by Sept 08 -Construction by Oct 08 -Completion by March 09	On hold	Financial constraints	R600 000.00	None	0%	Not Project was put on hold due to financial constraints.



PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Mozambique Housing Project	To process 599 transfers to the beneficiaries.	Application for the balance of transfers. Verification of transfers.	Houses built = 1 427 Transfers done = 1 300 The transfer process had to stop up until the investigation is finished.	The investigation was conducted and the impact of it is not out yet. This makes it difficult to complete the balance of transfers.	R 299 800	Mt	70%	No The outcome of the investigation has not yet being presented to the municipality.
Malibela Housing Project	To build 1 400 houses and handover of Title Deeds.	- Sites demarcated by July 2008 Layout plan in place by July 2008 - Construction started by July 2008	Conditional Application acquired. EIA approved Draft Layout Plans in place PLS application approved. AJEC signed the PLS application – 4 th July 2008	The DFA process is not moving as fast as expected. This delays the whole programme of the project.	R 3,000,000	Mt	40%	No The project has been delayed by the Development Facilitation Act (DFA) application.
Franklin	To build 450 houses and hand over title deeds.	- SG layout plan finalised by July 08 - Construction started by October 08	Conditional Approval Acquired. PLS application has been approved. The Spoonet's assets hasn't yet being transferred to Greater Kokstad Municipality. The beneficiaries are being entered into the system.	The LEFTEA approval seems to be taking too long. The transfer of Transnet/Spoonet property to Greater Kokstad Municipality is delaying, which affects the refurbishment of the water works in Franklin.	R 4,000,000		40%	No The project has been delayed by the Less Formal Township Establishment Act (LEFTEA) application.

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Mababala Housing Project	To build 1 400 houses and handover of Title Deeds.	- title demarcated by July 2008 - Layout plan in place by July 2008 - Construction started by July 2008	Conditional Application accepted. BIA approved Draft Layout Plans in place PLS application approved. MREC signed the PLS application - 4th July 2008 The contract has been signed between Kokstad, Inkampha and the Department of Housing. The contract between the Shabha District Municipality and the implementing agent is not yet signed. The DFA application is now with the Department of Local Government and Traditional Affairs. The process of signing in the beneficiaries is still continuing.	The DFA process is not moving as fast as expected. This delays the whole programme of the project.	R 8,000,000	M4	40%	No The project has been delayed by the Development Facilitation Act (DFA) application.



PROJECT NAME (as per the SDBIP)	PROJECT STATUS						
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)
Willemsdals	To build 27 houses and handover the deeds.	- 50 layout plan in place by October 2016 - Construction started by December 2016	Negotiations for the land selling price between land Allottees and the land owners. The Pabbies and the Jafra have agreed on the proposed land that will be bought for them by the land Allottees.	The whole process of project packaging has to start from the beginning because of the new site identified. The agreement on the purchase price for the new land is taking too long. There was a disagreement on the size of the land that was initially agreed upon. This pushed for new negotiations.	1,482,462	Nil	0%
Stems Clearance	Excavation of stems by 2014	- Another land lease by July 2008 - Registering of deeds & accounts by July 2008 - Pending of the project/ August 2008	The Shanyanya 234 also has been identified as the land that will be used for the stems Clearance project. The Unilevel people will be the first to be accommodated in this project (34 households) The 34 verified sites will be used for the building of the 34 houses.	The land is not enough for this project. Shanyanya has indicated that there are built over challenges for the Greater Kosiab Municipality. There is a need to upgrade the system first before more houses can be built.	R 857,480		10 %
							No The project has been delayed by the unavailability of bulk services for water and sanitation .



PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Housing Consumer Education	To workshop more beneficiaries on housing consumer education	Six Workshops conducted in Sheyamba and Narvelon.	Lack of understanding on housing rights, responsibilities and the advantages of housing their houses in good condition.	Not all the beneficiaries attend the workshops.	R 84 000.	R 84 000.	100%	Yes
16 Days of Action	Is to give support to Women and Children that are being abused.	Officials' involvement in activities on the campaign. Education to communities on the campaign.	Violence against women and children still happening in many areas.	N/A	R 90 000.	R 90 000.	100%	Yes





PROGRAMME EIGHTEEN - PLANNING AND DEVELOPMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Spatial Development Framework	To provide workable and well monitored development throughout GEM	SDP adopted by May 2009	SDP Review has been completed and adopted by the Council	None	R65,399,09	R65,399,09	100%	Yes
Land use Management Systems	To provide workable and well monitored development throughout GEM	Adoption of UMLs by Council as a legal document	Proposed UMLs documents and plans have been re-submitted to the DLOTA Request for comment in terms of Agriculture Land Act 70 of 1970 has been made with the National Department of Agriculture	A process of approving UMLs has been taken too long with the DLOTA	R41161, 09	R11,824,77	90%	Yes, but awaiting outcome from the Provincial Planning and Development Commission

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT COMPLETED IN THE FINANCIAL YEAR (Y/N)
Purchase of GPS	To have accurate and the accuracy of all municipal projects within the Greater Kokstad Municipality	GPS Purchased	GPS has been purchased	None	R60,000	R73,423.98	100%	Yes
Statutory Development applications Sub-division Applications	To provide well being / good quality of the area	Compliance with the Town Planning Scheme Enhancement of Term Planning Scheme	Ongoing	None	N/A	R142 917.98 (Decoded)	100%	Yes
Training Applications	To provide well being / good quality of the area	Compliance with the Town Planning Scheme Enhancement of Term Planning Scheme	Ongoing	Could not get the received removed to date as Memoirs but about 8 applications have been processed	N/A		80%	Yes
Special Consent Applications	To provide well being / good quality of the area	Compliance with the Town Planning Scheme Enhancement of Term Planning Scheme	Ongoing	None	N/A	R11 464.80 (Decoded)	70%	Yes
Building line encroachments Applications	To provide well being / good quality of the area	Compliance with the Town Planning Scheme Enhancement of Term Planning Scheme	Ongoing	None	N/A	R18 899.69 (Decoded)	100%	Yes



PROGRAMME NINETEEN - BUILDING CONTROL

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Creation and Approval of building plans	To have regulated and controlled development within the jurisdiction of Kaimosi	200 plans to be developed and approved within the financial year 2004/2005 having building statistics survey information to Statistics South Africa	244 plans approved and circulated.	The application deadline longer than expected	Revenue Generating	Nil	100%	Yes
AS-BUILT Creation and Approval	To evaluate Illegal development	To have files in all As-Built Applications. having building statistics survey information to Statistics South Africa	18 As-Built Application developed and approved	None	Revenue Generating	Nil	100%	Yes
Illegal Development	To evaluate Illegal development	To have updated data for Illegal development to be used as tool to make informed decisions	105 Illegal developments issued with Illegal notices	The Illegal development is not decreasing	Nil	Nil	100%	Yes



PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Notes Clearance applications divided and approved	To have regulated and controlled development within the jurisdiction of Kolonel	To control rates clearance system	142 applications divided and approved.	None	Nil	Nil	100%	Yes
Community awareness	To have a informed and engaging community	4 Awareness programmes within the financial year 2008/2009	The project was a joint venture with Housing Section during Housing Consumer Project	The project was a joint venture with Housing Section during Housing Consumer Project	R100 000	Nil	60%	Yes
Builders and plumbers registration	To enforce by-laws and National Building Regulations.	To have a register database of all active plumbers.	The project will be fully active next financial year.	None	R30 000	Nil	6%	No The project was cancelled due to financial constraints.
Heritage buildings	To comply in terms of KwaZulu Natal Heritage Act of 1987 AMAHA	To identify heritage buildings To have a data of all heritage buildings within the jurisdiction of Kolonel To have a controlled development in order to protect heritage buildings	Ongoing	None	R30 000	Nil	6%	No The project could not materialise due to poor communication between the municipality and AMAHA Heritage Council.
Information applications	Fast Track the all applications to improve the economic growth.	20 Application to be divided and approved per month.	Ongoing	The application exceeds longer than expected	Revenue Generating	Nil	100%	Yes





PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Data of home businesses: bed and breakfast	To enforce by-laws and National Building Regulations.	To have updated data for illegal development to be used as tool to make informed decisions	Ongoing	None	Nil	Nil	100%	Yes
Developmental Survey of Shoppers	To enforce by-laws and National Building Regulations.	To have updated data for illegal development to be used as tool to make informed decisions	Ongoing	None	Nil	Nil	100%	Yes

PROGRAMME TWENTY - POUND MANAGEMENT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Pound Management	To ensure proper management of Animals that are in the street	The pound function is performed by the service provider	SPCA is currently performing Pound Management Services on behalf of the Municipality. Monthly reports are submitted to Community Services.	Development of Regulations will be done in 2019/20 due budgetary constraints.	300,000.00	200,000.00	100 %	Yes



A GOLF COARSE IN KOKSTAD



PROGRAMME TWENTY ONE - PUBLIC FACILITIES AMENITIES AND PARKS

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Halls stands	To equip Municipal Halls	Ustensils are purchased & are in use	Project not yet started	Cash flow challenges	30,000.00	0.00	0%	No Project was put on hold due to financial constraints.
Polishing Machine	To keep Municipal Halls in a well polished state at all times	4 Polishing Machines are acquired and in use when required.	Project not yet started	Cash flow challenges	30,000.00	0.00	0%	No Project was put on hold due to financial constraints.
Lawn Mower	To keep the grass at all Municipal Facilities short and neat	A lawn Mower is purchased and is used accordingly	Project not yet started	Cash flow challenges	10,000.00	0.00	0%	No Project was put on hold due to financial constraints.
Development of a Nursery	To have a nursery where plants can be grown for beautification of GMD.	A Nursery is developed and is functional	No Nursery that is owned by the municipality	No funding source that has been reached for this project	300,000.00	0.00	10%	No Project was put on hold due to financial constraints.

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Development of Parks	Granting of the loan to comply with the Environmental Act	A well developed park is in place for recreational and relaxation purposes	This Park needs to be developed as it can offer an upgraded service to the community. Currently it is used in its current state that needs to be upgraded.	There are some challenges.	120,000.00	0.00	0%	No. Project was put on hold due to financial constraints.
Purchase of Seedlings & Pot Plants	These seedlings will assist in the development of the Nursery and will equip the Nursery	Seedlings and Plants are purchased when the nursery is complete	The acquisition is awaiting completion of the Nursery	None so far as the project will commence when the Nursery is complete	40,000.00	0.00	0%	No. Project was put on hold due to financial constraints.
Security	To secure all municipal properties	SLA agreement in place with a service provider	Halls renovations are completed. All 4 municipal halls have security companies that are securing them.	No challenges	1,400,000.00	900,000.00	100%	Yes
Fencing and Parking of Libraries	Currently Libraries are not fenced.	Library is fenced	The savings that have been borrowed whilst renovating halls will be utilised for fencing of the Main Library and the Council Chamber	No challenges	200,000.00	120,000	60%	Yes





PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Funding in front of the Library	Currently the front of the Libraries are not paved and it affects the cleanliness of the area	All Libraries are paved on the front	Funding will be taken from savings from other projects.	The project due to a lack of funding will be implemented in the next financial year.	60,000.00	0.00	100%	Yes
Site Clearance	Currently the sites are not cleared and they need to be sold.	Sites are cleared and are sold	This project is both implemented by JPD and SD.	None	200, 000.00	140,000.00	100%	Project Completed
Small Equipment	These tools are those that will be used as when and if needed.	Tools are in place and are used on demand	Currently there are small tools in place for use.	None	20,000.00	10,000.00	100%	Yes

PROGRAMME TWENTY TWO - TRAFFIC AND LICENSING SECTION

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Speed Humps	To reduce speed and minimize accidents	Speed Humps constructed in identified areas	The erection is taking place in conjunction with Civil Engineering Section	Budgetary constraints	R 1400,000	R1000,000	100%	Yes
Extension of Office space	To accommodate an increased staff	Office is extended and in use	The project is awaiting funding from the KZN Department of Transport	The process with the KZN DOT is taking longer than anticipated	1000,000.00	nil	10 %	No The project has been put in abeyance since it is dependent on the KZN Department of Transport
Installation of Drive Scan Unit	Improve and enhance service delivery Satisfied Customers Shorter Queues	Drive Scan Unit is installed	The LSU is installed within the Traffic Management Unit	None	1000,000.00	100,000.00	100%	Yes



PROJECT NAME (as per the SDBIP)	PROJECT STATUS						
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)
							PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Air conditioner	To create a conducive environment for applicants and staff	Air conditioner is equipped	The project is in progress since it is linked to the extension of office space	None	25,000.00	Nil	Nil No This has been put into abeyance as it is linked to extension of office space project.
Dragger Machine	To highly apprehend motorists who are driving while under the influence of alcohol. To limit accidents caused by drunken drivers. To assist with general maintenance of law and order	Dragger Machine is equipped	The project is complete	None	120,000.00	R 114,000	100% Yes
Law Mower	To upkeep and maintain the grounds of Traffic Department To beautify the testing grounds.	Law Mower is purchased and in use	The project is complete	None	10,000.00	R9,000	100% Yes
Traffic Lights (corner of Hope & Avenue Street)	To ensure traffic controlled intersection To ensure a safe and secure environment for pedestrians and motorists	Traffic lights installed at the intersection of the Avenue and Hope Street	The engineering consultants from the KZN Department of Transport done the assessment and analysis	There is slow communication on behalf of DOT	240,000.00	Nil	Nil No The project has been put in abeyance since it is dependent on the KZN Department of Transport for funding.



PROJECT NAME (as per the SOBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SOBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Speed Camera	To secure traffic controlled intersection. To secure a safe and secure environment for pedestrians and motorists	Speed Camera are installed	Awaiting approval from the ICZN Department of Transport	The process is slower than requested from DOT	220,000.00	Nil	Nil	The project has been put in abeyance since it is dependent on the ICZN Department of Transport for funding.
Traffic Management Systems (Parking bays)	To minimise parking in town & enhance Municipal Revenue	Traffic Management system in place	Provision done by potential service provider	None	This will depend on proposals submitted and the type of system to be used. Planning for a no overhead type of a parking system	Nil	70%	No. The final roll out of the project is to commence on the 1 st of September 2009.
Mobile Speed Camera	To reduce speed and minimise accidents & institute fines and approved speeding motorists	Mobile Speed Camera installed	Acquired and correspondence to obtain permit for implementation from Director of Public Prosecutions	None	200,000.00	200,000.00	100%	Yes
Enforcement of By Laws	To enforce all municipal by laws	By laws are enforced	By laws are gazetted	Training of police officers	Nil	Nil	100%	Yes





PROGRAMME TWENTY THREE - DISASTER MANAGEMENT AND RESCUE SERVICES

PROJECT STATUS								
PROJECT NAME	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Disaster relief	To assist community with disaster relief when disaster occurred while awaiting disaster intervention from Siyanda District municipality	Adequate disaster intervention	There are no major disaster occurred in the financial year except incidents that are manageable without utilizing disaster fund neither external intervention or assistance hence there is no major disaster	No challenges	R 100 000	Nil	100% (This is contingency programme's active fund)	Yes Reactive fund once declared disaster unless when disaster occurs
Procurement of disaster intervention equipment	Procurement of disaster intervention equipment in order to be proactive for any envisaged disaster	Adequate disaster intervention equipment/procurements (blanket fund) for any envisaged disasters	Current stock and disaster were not procured due to shortage	No challenges	R 100 000	R19489,74	40%	No The project has been put into hold due to financial constraints.

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Base Set & two way radios	within emergency responding personnel	equipment is to enhance emergency responding techniques	been procured	challenge				
Procurement of Furniture & Office Equipment	Station Officer Office equipment population	To enhance professional office situation	The station is currently accommodated on rented premises	Lack of office accommodation	R20 000	Nil	0%	No The project has been delayed due to lack of permanent office accommodation.
campaigns	can reduce the vulnerability to hazards in order to build communities dedicated to making strategies towards eliminating risk and disaster reduction	Freelance in order to build resilience within communities in relation to disaster risk management	communities and schools					





PROGRAMME TWENTY FOUR - WASTE MANAGEMENT

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Waste Minimization Structures	To minimize waste	Waste minimization structures is constructed and is in use	There is no official Recycling structure	The project has been put on hold	800,000.00	0.00	0%	No The project has been put on hold due to financial constraints
Street Sweeping Carts	To effectively and efficiently clean the streets	Sweeping carts are acquired	There is a need to add to the existing carts	None	80,000.00	0.00	0%	No This has been put on hold due to financial constraints
Flat bed Trailers	To ensure proper carrying of illegal refuse	2 flat bed trailers are acquired	The department currently does not have a flat bed trailer. It is reliant on other departments that are at times busy.	None	80,000.00	0.00	0%	No This has been put on hold due to financial constraints
Yellow Containers	To ensure refuse in a proper structure for business owners	2 Yellow containers are purchased	There is a list of companies that are willing to be provided with Yellow containers	None	40,000.00	0.00	0%	No This has been put on hold due to financial constraints

PROGRAMME TWENTY FIVE - INDIGENT SUPPORT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Indigent Support	To improve the revenue collection through the active consumer billing & for indigent support process.	Approved indigent household subsidisation.	Applications have been Submitted by members of the community for the support	Four applications have been received from the requested subsidisation	\$,229,400.00	R\$	100%	Yes



PROGRAMME TWENTY SIX - HUMAN RESOURCES MANAGEMENT

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Staff Training	Enhancing performance through capacity building.	Attendance of training and courses by all qualifying candidates	Training of employees and Commission started in September and it has been an ongoing process will now, Most of the training interventions that had been anticipated in the VIST were done.	The completion of a service provider that will conduct in-house training for Waste Management for 180/190 employees has been a mammoth task and time could not be done.	R480 000.00	R 340 974.36	95%	Yes
Staff PMs	Achieving optimum staff performance and productivity	Conclusion of performance contracts and agreements/ performance plans with key personnel Development of performance appraisal system for the organization	All departments signed the Performance Agreements for post level 1-4. The Performance Appraisal system was developed for all employees.	A fully fledged Performance Management system has not yet been implemented due to outstanding finalization of the individual Performance Appraisal Template with the Trade Unions.	R 120 000.00	R 120 000.00 set aside for finalization of the roll-out of the performance appraisal process has not been utilized due to the challenges mentioned	90%	Yes
Staff Induction Programme	Creation of a more cohesive and welcoming working environment	Proper orientation of new employees.	The Induction Workshop was held on 27 October 2018 where 87 new employees were inducted successfully.	Due to time constraints the second Induction Workshop could not take place in June but will take place in July 2019.	R 20 000.00	R 10 636.39	100%	Yes



PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Internship / Experienced Training Programme	Capacity building in the community at large	Providing experience and knowledge to students	22 Experienced Trainees were absorbed in this financial year. 4 of the Trainees left the municipality 2 of the Trainees were brought by DMLE and 2 of the Trainees have been appointed to permanent posts within the municipality.	The Trainees resign due to offer of greener pastures. This creates a turnover becomes a circle.	R 200 000,00	R 200 000	100%	Yes
Submission of monthly returns	Proper governance. Creation of a winnable image of the organisation	Providing outstanding services to external stakeholders' 3rd parties	This function has been transferred to Financial Services as per the Payroll Sharing Plan that was formulated by HR and Finance. The monthly returns are done properly.	None	N/A	N/A	100%	Yes
Formulation of Certificates of Services	Proper governance. Creation of a winnable image of the organisation	Providing outstanding services to the employees	The certificates for the employees who have left the municipality are issued as and when employees leave.	None	N/A	N/A	100%	Yes





PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Policy on bursary fund for student bursaries in rural areas within the Municipality	Capacity building to the community at large.	Create awareness on the developed policy on bursary fund list of potential learners to be granted bursary fund	Policy was developed and adopted by the Council. Six (6) schools viz: Carl Makonnen, Kelders College, Mt Currie, St Pauline, Franklin and Thame High Schools were visited in June 2020 to market the bursary and distribution of application forms	None	N/A	N/A	100%	Yes
Health & Safety	Sound and high level standards of Employee Health, Safety, Health, Safety.	Identification of key Employee Health, Safety and Assistance requirements and adherence to legislation	The H&S Committee is being informed and all departments have been requested to provide representatives.	The relocation to the interim office accommodation due to renovations of the municipal offices made it difficult for the committee to function The employee concerned who was driving the process was suspended The Labour Relations Officer who was also assigned the responsibility of driving this project resigned after serving the municipality for a period of two (2) months.	N/A	N/A	20%	No The project has not been implemented due to capacity challenges.

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Implementation of Employment Equity Plan	Representative workforce and diversity acknowledgment	Determination of employment equity and diversity management goals	The EEP has been adopted by the Council and is being implemented	It is difficult to meet other targets as people do not apply when a position is advertised especially disabled people and other races	N/A	N/A	100%	Yes
Staff Recruitment	Service delivery improvement	Reduction of high rate of vacancies	Recruitment is and ongoing processes as and when required. 92 people were recruited during this financial year	It has been a mammoth task to move the Manager: Electoral Services.	R1, 04 3700	N/A	100%	Yes
Staff retirement programme	Enhancing Proper governance and communication with our clients	Providing outstanding services to the clients.	List of employees who will be retiring within the next 6 to 12 months has been furnished and departments have been notified. 4 employees are due for retirement now and 2 are due for retirement in September 2009.	Replacement for skills to be lost.	N/A	N/A	100%	Yes



PROJECT NAME (as per the SDBIP)	PROJECT STATUS							PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	
Labour Relations Project	Industrial stability in terms of proper implementation of workplace law	Proper implementation of discipline and monitoring of the employer and employee relations.	Numerous disciplinary hearings are taking place but have not been finalised.	The delayed filling of the post of Industrial Relations Officer has played a major role in the completion of the cases but most of the cases are about to be completed.	Availability of employers and difficulty in filling the IRO position	N/A	80%	No This has been delayed due to the non-availability of employers and difficulty in filling the IRO position
Payroll Management system	Payroll solution that will enhance productivity and maintain staff satisfaction.	Proper alignment of payroll to other systems and maintenance of the payroll system.	Multi Finance Solution has been appointed and the project is about to be completed.	None	R 600 000.00	N/A	100%	Yes
Skill Audit and development plan	An organisation with employees who have sharpened and well developed skills.	Identifying skills gap within the organisation and planning well ahead for skills development	Maths Communications EC has completed the Skills Audit and a 6-year skills Audit Plan has been presented.	The payment of the service provider has been delayed by DASA.	R 300 000.00	N/A	100%	Yes
Personnel costs restructuring strategy	A well structured municipality with adequate staff population.	Identifying the skills and personnel which are a necessity to the organisation.	Mr Walter House Cooper has been recommended for appointment. It is envisaged that the project will begin properly in May 2009.	The appointment of the service provider was delayed due to non appointment after the first round of advertisement caused by project financial implications. The service provider was finally appointed after the second advertisement in May 2009.	R 200 000.00	No costs have been incurred till the end of the financial year.	35%	No The project was delayed due to late finalisation of the SLA with the Service Provider.

PROGRAMME TWENTY SEVEN - LAND ADMINISTRATION

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Land Administration	To prepare vacant land for human habitation readiness. Signed and valid Lease Agreements	Disposal of all non-strategic pieces of land during the financial year. Review of all commercial leases to be in line with market rates.	There is green field land, which is serviced, with clear sites boundaries. The local Conveyancer has been appointed to apply for title deeds, and township establishment for the Unique Homes. Draft lease agreements and invalid [some] lease agreements. The Lessees in respect of long term lease agreements are very reluctant to sign the renewed lease agreements. Sites at Extension 16 at Jerry Street have been cleared through writing of lease and preparation for sale.	The vesting process from Natal Provincial Administration to the Municipality The 99 year leases signed by the previous administration.	R110 000 (adjusted to R57 500).	R56 224 (as per order issued).	80%	No, The project was delayed due to the vesting process from Natal Provincial Administration to the Municipality.





PROGRAMME TWENTY EIGHT - ADMINISTRATION

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TODATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Records and Document Management	Board minutes Municipal Records filed in terms of the adopted filing plan. Maintained Council Resolutions register. Revised Municipal Information Manual.	Binding of minutes, implementation of the new filing plan. Maintenance of Council resolutions register. Review of Information manual.	Council and Euse minutes for 2008/09 financial year have been sent to the Back-Blockers for binding. Filing plan that was adopted by Council on 27 March 2008, is being implemented since 01 July 2008. There is a register for 2008/09 Council and Euse resolutions that is being maintained. The final draft Information manual has been adopted by Council on 28 May 2008.	The adopted Access to Information manual has been forwarded to the Local Government expert for comments, before it could be forwarded to the office of the Public Protection.	N/A	N/A	100%	Yes

PROJECT STATUS								
PROJECT NAME	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Development of an electronic document management system.	A sound electronic document management system and a paperless information environment.	Establishment of a sound electronic document management system and a paperless information environment.	The document management system which is an integral part of the ICT system is being done manual.	The project had to be split into two phases.	R280 000	R294 691,91	75%	No Final phase to be completed by the end of September 2009.
Telephone management System.	Installation of telephone management solution. Control and reduction of telephone costs. Relocation of telephone management system from the Town Hall temporary offices to the renovated Municipal offices.	Introduction of technology in telephone use management. Installation of telephone management system. Control and monitoring of telephone costs on a monthly basis. Relocation of telephone management system from the Town Hall temporary offices to the renovated Municipal offices.	These VOP system and is working very well and telephone costs are controllable.	The Optical fibre cable connecting Traffic and Electricity Departments which gets damaged regularly.	R500 000	R464 690,59 Finance to assist with the final figure	90%	Yes





PROJECT STATUS								
PROJECT NAME	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDMP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Roll out of the Balloo Pile Programme.	Awareness and buy-in in regard of Balloo Pile government programmes.	Development of terms of reference for IP structures. Establishment of IP structures. Roll out of IP programme within the Municipality (Workshops per annum).	No Balloo Pile structure is in place. Municipal employees and Councilors have not heard about Balloo Pile, but some do not have a clear understanding of what Balloo Pile programme means. Terms of reference and departmental services charter have been adopted by Council on 28 May 2019.	Balloo Pile is being introduced within the Municipality.	R20 000 (R14 441)	R8 450	60%	Yes To continue with the introduction of the programme at departmental level. To develop a Municipal Service Charter.

PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Eden Clinic Centre	Finalisation and submission of feasibility study report to National Treasury	Report on Feasibility study.	Various options have been presented by the Transnet Address with regard to the feasibility study.	After completion of the due diligence of the Feasibility study the feasibility study was put on hold until the market appetite was tested. The market appetite was tested through the RFQ process conducted during September, October and November 2008. The RFQ process was found to be an inappropriate one by the National Treasury which indicated that it had conducted RFQ process instead of the RFQ process. The entire RFQ process was cancelled and the TA was ordered to resume and complete the feasibility study process in December 2008. The first phase of the feasibility study has been nearly completed and is short of finalisation of the affordability impact on the part of the municipality.	R 6 000 000.00	R 2 900 000.00	85%	No The project is awaiting Treasury Approval Once.





PROJECT STATUS								
PROJECT NAME (as per the SDBIP)	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Office furniture and equipment	Acquisition of new office furniture and equipment for the newly appointed officials.	Acquisition of new office furniture and equipment for the newly appointed officials	Due to limited office space at the Town Hall building, it has been realised that there is no need to buy more office furniture and equipment.	Due to office relocation, acquisition of the new furniture has been put in abeyance.	R 68 800	N/A	66	This project was placed on hold pending the finalisation of the Office Relocation.

PROGRAMME TWENTY NINE - ICT

PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Server & Network Management	Relocation of ICT Network from the Town Hall temporary office to the renovated Municipal offices.	Relocation of ICT Network from the Town Hall temporary office to the renovated Municipal offices.	Well cited ICT services with VOP telephone management system. All services are Once services are can be managed remotely.	The managed services project was put on hold after realising that the Unilever services which were part of the ICT Network could not be covered under managed services project due to the fact that they could not be remotely monitored and controlled by the service provider because of their poor quality. The focus was then changed to the procurement of Cisco switches in order to replace the Unilever switches until April 2009. The accounting executive allocated to GMA by the SITA was transferred to East London and this situation led to lack of progress with regard to implementation of the managed services project under the auspices of the SITA until the end of the financial year.	R800 000	R290 800	70%	No The project has been delayed by SITA in finalising the managed services contract.





PROJECT NAME (as per the SDBIP)	PROJECT STATUS							
	PROJECT OBJECTIVE	KPI OUTPUT AS PER THE SDBIP	CURRENT STATUS	CHALLENGES	ANNUAL BUDGETED COST	COST TO DATE	PROJECT COMPLETION STAGE (%)	PROJECT TO BE COMPLETED IN THIS FINANCIAL YEAR Y/N
Website Management	Updated website information	Updated website information	Updated website information.	Web Site is being managed from the office of the MIA.	R200 000 (Q1-M4)	R 126 800.00 (Q4-M4)	95%	Yes but a letter has been drafted to terminate the contract with the current Service Provider. In the process going through SCM process to appoint the new Service Provider.

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